



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640 ♦ 989.837.3300 \* 989.835.2717 Fax ♦ [www.cityofmidlandmi.gov](http://www.cityofmidlandmi.gov)

REGULAR MEETING OF THE MIDLAND CITY COUNCIL  
City Hall, 333 W. Ellsworth Street

August 27, 2018

7:00 PM

AGENDA

CALL TO ORDER - Maureen Donker, Mayor

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL - Thomas W. Adams  
Steve Arnosky  
Diane Brown Wilhelm  
Maureen Donker  
Marty A. Wazbinski

CONFLICT OF INTEREST DISCLOSURE STATEMENT

CONSIDERATION OF ADOPTING CONSENT AGENDA ITEMS:

All resolutions marked with an asterisk are considered to be routine and will be enacted by one motion. There will be no separate consideration of these items unless a Council member or citizen so requests during the discussion stage of the "Motion to adopt the Consent Agenda as indicated." If there is even a single request the item will be removed from the consent agenda without further motion and considered in its listed sequence in regular fashion.

APPROVAL OF MINUTES:

1. \* Approve minutes of the August 13 regular City Council meeting. TISDALE
2. \* Approve minutes of the August 20 special City Council meeting. TISDALE

PUBLIC COMMENTS, IF ANY, BEFORE CITY COUNCIL. This is an opportunity for people to address the City Council on issues that are relevant to Council business but are not on the agenda.

RESOLUTIONS:

3. Proposed County-wide millage to provide school resource officer (SRO) funding for Midland County. BLOCK

4. \* Approving Site Plan No. 375 - A petition initiated by OHM Advisors and David Helgerson for site plan review and approval for a .506 acre, 25 space parking lot for Cintas Corporation located at 510 Bayliss Street. MURSCHEL

Considering purchases and contracts:

5. \* 2018 Larkin Street Parking Lot Rehabilitation; Contract No. 24. FREDRICKSON
6. \* 2018 Gibson Street Reconstruction; Contract No. 17. FREDRICKSON
7. \* Construction Inspection Services for 2018 Gibson Street Reconstruction. FREDRICKSON
8. \* Purchase of heavy and medium duty trucks. MURPHY
9. \* Installation of a partition wall for new garage maintenance bay at Municipal Service Center Garage. MURPHY
10. \* Replacement of the apparatus bay exhaust removal systems at Fire Stations Two and Three. COUGHLIN
11. \* Purchase of Sensus Water Meters and Accessories, Bid 3980. SOVA
12. \* Water Treatment Plant High Service Pump No. 5 Replacement Parts Bid 3976. SOVA

NEW BUSINESS:

TO CONTACT THE CITY WITH QUESTIONS OR FOR ADDITIONAL INFORMATION:

Citizen Comment Line:	837-3400
City of Midland website address:	<a href="http://www.cityofmidlandmi.gov">www.cityofmidlandmi.gov</a>
City of Midland email address:	<a href="mailto:cityhall@midland-mi.org">cityhall@midland-mi.org</a>
Government Information Center:	located near the reference desk at the Grace A. Dow Memorial Library

**Backup material for agenda item:**

1.       \* Approve minutes of the August 13 regular City Council meeting.   TISDALE

August 13, 2018

A regular meeting of the City Council was held on Monday, August 13, 2018, at 7:00 p.m. in the Council Chambers of City Hall. Mayor Donker presided. The Pledge of Allegiance to the Flag was recited in unison.

Councilmen present: Thomas Adams, Steve Arnosky, Diane Brown Wilhelm, Maureen Donker, Marty Wazbinski

Councilmen absent: None

### **MINUTES**

Approval of the minutes of the July 30, 2018 regular meeting was offered by Councilman Brown Wilhelm and seconded by Councilman Wazbinski. (Motion ADOPTED.)

### **PUBLIC COMMENTS**

No public comments were made.

### **MOLASSES, LLC LIQUOR LICENSE REQUEST**

Community Affairs Director Selina Tisdale presented information on a request from Molasses, LLC for a PA 501 liquor license. The following two resolutions were then presented for consideration.

### **MOLASSES, LLC LOCATED IN DDA REDEVELOPMENT PROJECT AREA**

The following resolution was then offered by Councilman Arnosky and seconded by Councilman Adams:

WHEREAS, Molasses, LLC is submitting application to the Michigan Liquor Control Commission for an on-premise Class C liquor license issued under PA 501 of 2006, redevelopment liquor licenses; and

WHEREAS, to acquire a redevelopment liquor license it is necessary that Molasses, LLC be located within a Downtown Development Authority (DDA) district, have a seating capacity of at least 25 patrons, have spent \$75,000 on the rehabilitation of the residing building, and be located in a district exhibiting \$200,000 of private and public investment in the preceding five years; now therefore

RESOLVED, that the Midland City Council hereby recommends that the request for an on-premise Class C liquor license issued pursuant to Section 521a (1)b of PA 501 of 2006 submitted by Molasses, LLC for a business to be located at 201 E. Main Street, Midland, Michigan be considered for approval by the Michigan Liquor Control Commission; and

RESOLVED FURTHER, that the City Council hereby certifies that the Downtown Development Authority of the City of Midland, Michigan is a redevelopment project area and that the license to be located at 201 E. Main Street, Midland, Michigan is within the Downtown Development Authority and the redevelopment project area. (Motion ADOPTED.)

### **MOLASSES, LLC LIQUOR LICENSE APPLICATION**

The following resolution was then offered by Councilman Arnosky and seconded by Councilman Adams:

RESOLVED, that the application from Molasses, LLC for the following license(s): on-premise Class C liquor license pursuant to Section 521a(1)b of PA 501 of 206 to be located at 201 E. Main Street, Midland, MI 48640

and the following permit, if applied for: ☐ Banquet Facility Permit Address of Banquet Facility \_\_\_\_\_ It is the consensus of this body that it recommends this application be considered for approval by the Michigan Liquor Control Commission. (Motion ADOPTED.)

**JOINT HOUSING CONSTRUCTION AGREEMENT**

Director of Planning and Community Development Grant Murschel presented information on a joint housing construction agreement between the City of Midland, Midland Public Schools and Midland Habitat for Humanity for the 2018-19 Building Trades Project. The following resolution was then offered by Councilman Brown Wilhelm and seconded by Councilman Wazbinski:

WHEREAS, the Midland Public Schools administration has requested a joint project with the City of Midland by having students in the Building Trades Class provide the labor for the construction of a single-family residential structure; and

WHEREAS, such participation will result in the training of students in construction skills beneficial to both the students and the community; and

WHEREAS, a house will be constructed at 401 Arbury Place in collaboration with Midland County Habitat for Humanity; and

WHEREAS, it has been determined that soliciting sealed bids is not an effective method of selling property in the community for Building Trades purposes; now therefore

RESOLVED, that the Midland City Council hereby endorses this student participation in the City's Housing Program, and directs the staff to develop the necessary procedures for carrying this program forward; and

RESOLVED FURTHER, that the requirement of sealed proposals for sale of said property is hereby waived as being impractical, and staff is authorized to sell the property to Midland County Habitat for Humanity to facilitate the development of the single-family home; and

RESOLVED FURTHER, that the Mayor and City Clerk are authorized to execute a Housing Construction Agreement between the City of Midland, Midland Public Schools and Midland County Habitat for Humanity for this purpose. (Motion ADOPTED.)

**RIVERSIDE PLACE INTERCOM AND PULL CODE SYSTEM REPLACEMENT**

Director of Planning and Community Development Grant Murschel presented information on the replacement and upgrades needed for the intercom and pull cord system at Riverside Place. The following resolution was then offered by Councilman Arnosky and seconded by Councilman Adams:

WHEREAS, Riverside Place is in need of replacing the original 1993 intercom and pull cord systems as replacements parts are nearly impossible to source and system glitches are increasing; and

WHEREAS, Riverside Place capital improvement planning over the years has anticipated replacement of these systems during the current fiscal year; and

WHEREAS, sufficient funds are included in Capital Outlay Equipment of the approved 2018/19 Riverside Place budget; now therefore

RESOLVED, that the low sealed bid proposal meeting City specification submitted by Krajenke Computer Service LLC doing business as Watchful Eye of Lake Orion, MI for the replacement of the intercom and pull cord systems to Bid No. 3969 is hereby accepted; and

RESOLVED FURTHER, that the Senior Procurement Accountant is authorized to issue a purchase order in the amount of \$88,800.00 to Krajenke Computer Service, LLC of Lake Orion, MI in accord with this resolution and City of Midland specifications; and

RESOLVED FURTHER, the City Manager is authorized to approve change orders modifying or altering this contract in an aggregate amount not to exceed \$8,000.00; and

RESOLVED FURTHER, that the City Manager is authorized to execute any associated contracts in accordance with the proposal and City of Midland specifications once prepared by and/or approved as to form by the City Attorney. (Motion ADOPTED.)

**LIBRARY SUBSCRIPTION SERVICES, eBooks & eAUDIOBOOKS**

The following resolution was offered by Councilman Brown Wilhelm and seconded by Councilman Wazbinski:

WHEREAS, Overdrive, Inc. provides subscription services, eBooks and eAudiobooks for the Grace A. Dow Memorial Library; and

WHEREAS, funding is available in the 2018/2019 Grace A. Dow Memorial Library budget; now therefore

RESOLVED, that the City Council hereby determines that sealed proposals are impractical, and in accordance with Section 2-18 of the Code of Ordinances, the requirement for sealed proposals is hereby waived and the purchase of subscription services, eBooks and eAudiobooks from Overdrive, Inc. is hereby approved in an amount not to exceed \$65,000 and the necessary purchase order authorized. (Motion ADOPTED.)

**ELECTRONIC ONLINE & INTERLIBRARY LOAN DELIVERY SERVICES & TRAINING**

The following resolution was offered by Councilman Brown Wilhelm and seconded by Councilman Wazbinski:

WHEREAS, the Midwest Collaborative for Library Services is the sole vendor of group licensing of selected electronic online services, statewide interlibrary loan delivery services, and staff training not available through other organizations; and

WHEREAS, funding is available in the 2018/2019 Grace A. Dow Memorial Library budget; now therefore

RESOLVED, that the City Council hereby determines that sealed proposals are impractical, and in accordance with Section 2-18 of the Code of Ordinances, the requirement for sealed proposals is hereby waived and the purchase of electronic online services, statewide interlibrary loan delivery services, and staff training from the Midwest Collaborative for Library Services is hereby approved in an amount not to exceed \$55,000 and the necessary purchase order authorized. (Motion ADOPTED.)

**LIBRARY SERVICES – MIDEASTERN MICHIGAN LIBRARY COOPERATIVE**

The following resolution was offered by Councilman Brown Wilhelm and seconded by Councilman Wazbinski:

WHEREAS, the Mideastern Michigan Library Cooperative is unique in the type and scope of the services provided to the library; and

WHEREAS, funding is available in the 2018-2019 Grace A. Dow Memorial Library budget; now therefore

RESOLVED, that the City Council hereby determines that sealed proposals are impractical, and in accordance with Section 2-18 of the Code of Ordinances, the requirement for sealed proposals is hereby waived and the purchase of services from the Mideastern Michigan Library Cooperative, is hereby approved in an amount not to exceed \$35,000 and the necessary purchase order authorized. (Motion ADOPTED.)

**2018 MANOR DRIVE RECONSTRUCTION & WATER MAIN**

The following resolution was offered by Councilman Brown Wilhelm and seconded by Councilman Wazbinski:

WHEREAS, sealed proposals have been advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for water main installation and the street reconstruction of Manor Drive from Saginaw Road to Helen Street; and

WHEREAS, funding for this project is provided by the Local Street Fund and the Water Fund; now therefore

## UNAPPROVED

RESOLVED, that the low sealed proposal submitted by Malley Construction, Inc. of Mt. Pleasant, Michigan for the "2018 Manor Drive Reconstruction & Water Main; Contract No. 14" project, in the amount of \$754,913.30, is hereby accepted and the Mayor and the City Clerk are authorized to execute a contract therefore in accord with the proposal and the City's specifications; and

RESOLVED FURTHER, that the City Manager has the authority to approve change orders modifying or altering this contract in an aggregate amount not to exceed \$70,000.00. (Motion ADOPTED.)

**MANOR DRIVE PROJECT CONSTRUCTION INSPECTION SERVICES**

The following resolution was offered by Councilman Brown Wilhelm and seconded by Councilman Wazbinski:

WHEREAS, the Engineering Department has determined a need for outside construction inspection services on projects planned for the 2018 construction season; and

WHEREAS, proposals were received from interested engineering firms in accordance with the City's purchasing policy; and

WHEREAS, funding for said project is provided by the Local Street Fund and the Water Fund; now therefore

RESOLVED, that the proposal received by OHM Advisors of Midland, Michigan is hereby accepted; and

RESOLVED FURTHER, that the City Council authorizes a purchase order in the amount of \$35,000.00 for the construction inspection services on the "2018 Manor Drive Reconstruction & Water Main" project based on rates provided and estimated hours; and

RESOLVED FURTHER, that the City Manager has the authority to approve any change orders modifying or altering this contract in an aggregate amount up to \$10,000.00. (Motion ADOPTED.)

**2018 WHEELER ROAD RECONSTRUCTION**

The following resolution was offered by Councilman Brown Wilhelm and seconded by Councilman Wazbinski:

WHEREAS, sealed proposals have been advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for the street reconstruction of Wheeler Road from Saginaw Road to Jefferson Avenue; and

WHEREAS, funding for this project is provided by the Major Street Fund; now therefore

RESOLVED, that the low sealed proposal submitted by Crawford Contracting, Inc. of Mt. Pleasant, Michigan for the "2018 Wheeler Road Reconstruction; Contract No. 16" project, in the amount of \$447,443.00, is hereby accepted and the Mayor and the City Clerk are authorized to execute a contract therefore in accord with the proposal and the City's specifications; and

RESOLVED FURTHER, that the City Manager has the authority to approve change orders modifying or altering this contract in an aggregate amount not to exceed \$40,000.00. (Motion ADOPTED.)

**WHEELER ROAD PROJECT CONSTRUCTION INSPECTION SERVICES**

The following resolution was offered by Councilman Brown Wilhelm and seconded by Councilman Wazbinski:

WHEREAS, the Engineering Department has determined a need for outside construction inspection services on projects planned for the 2018 construction season; and

WHEREAS, proposals were received from interested engineering firms in accordance with the City's purchasing policy; and

WHEREAS, funding for said project is provided by the Major Street Fund; now therefore

## UNAPPROVED

RESOLVED, that the proposal received by OHM Advisors of Midland, Michigan is hereby accepted; and

RESOLVED FURTHER, that the City Council authorizes a purchase order in the amount of \$28,000.00 for the construction inspection services on the "2018 Wheeler Road Reconstruction" project based on rates provided and estimated hours; and

RESOLVED FURTHER, that the City Manager has the authority to approve any change orders modifying or altering this contract in an aggregate amount up to \$10,000.00. (Motion ADOPTED.)

Being no further business the meeting adjourned at 7:29 p.m.

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Selina Tisdale, City Clerk

**Backup material for agenda item:**

2.       \* Approve minutes of the August 20 special City Council meeting.   TISDALE

August 20, 2018

A joint meeting of the Midland City Council and the Larkin Township Board was called to order by Mayor Donker, at 5:30 p.m. on August 20, 2018, in the Midland County Board of Commissioners Room.

Councilmen present: Thomas Adams, Steve Arnosky, Diane Brown Wilhelm, Maureen Donker, Marty Wazbinski

Councilmen absent: None

Board members present: Jill Dietsch, Todd Draves, Karen Hitchcock, Kathy Moe, Dan Owens, Maria Sandow

Board members absent: Sandy Reardon

#### **HISTORY PRESENTATION ON THE MUNICIPAL WATER AGREEMENT**

Heard presentation by Jack Duso, former Assistant City Manager, on the history of the municipal water agreement.

Being no further business the meeting adjourned at 6:42 p.m.

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C. Bradley Kaye, Deputy City Clerk

**Backup material for agenda item:**

3. Proposed County-wide millage to provide school resource officer (SRO) funding for Midland County. BLOCK

**SUMMARY REPORT TO MANAGER**  
for City Council Meeting of August 27, 2018

**SUBJECT:** Proposed county-wide millage to provide school resource officer (SRO) funding for Midland County.

**INITIATED BY:** Clifford Block, Chief of Police, Midland Police Department

**RESOLUTION**

**SUMMARY:** This resolution receives and files the Midland County special millage ballot language levying up to .4 mills for seven school resource officers to school districts in Midland County.

**ITEMS ATTACHED:**

1. Letter of Transmittal
2. Approved Midland County ballot language
3. Resolution

**COUNCIL ACTION:**

1. 3/5 vote required to approve resolution

Clifford A. Block  
Chief of Police



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August 21, 2018

C. Bradley Kaye, AICP CFM  
City Manager  
City of Midland  
Midland, Michigan

Dear Mr. Kaye:

The Midland County Board of Commissioners held a special session on August 14, 2018, to take action on the Midland County Finance Committee recommendation to approve a Midland County School Resource Officer (SRO) Millage Proposal and its placement on the November 2018 ballot. The millage would levy up to .4 mills for the funding of seven school resources officers and associated start-up costs, beginning on December 1, 2018 and ending December 1, 2021. The recommendation was passed 6-1 by the Board of Commissioners and the approved ballot language is attached.

The Midland Police Department currently funds two school resource officers for Midland Public Schools through the city's general fund. Their primary assignment is to each of the two high schools. There are currently no school resource officers in any of the rural school districts (Meridian, Bullock Creek and Coleman). All of the rural school districts, however, prefer having a school resource officer in their system and requested such from Midland County. That request has spurred the County to advance this proposal to the November ballot.

Within the Midland Public School system, there have been repeated requests for more coverage in both the middle schools and elementary schools. Under the current funding model, this would involve an increase in funding from the city's general fund to provide for additional officers and support resources. If the millage proposal now being proposed passes, it would allow for the number of school resource officers for Midland Public Schools to increase from two to four with the two additional officers assigned primarily to the middle schools. Funding from the new millage would then cover all expenses of both the current two school resource officers, as well as two new positions.

For the city to participate in and utilize the millage funding, there would be an increase in the police department staffing level by two full-time positions. This would require action by City Council to amend the 2018-2019 General Fund budget to provide budgetary authorization for the two additional officers, and recognition of the anticipated proceeds from the county-wide millage.

Recognizing that the City's general fund already covers the costs of two school resource officers, an adjustment of the city budget in future years will also be necessary if the ballot proposal is passed. So as not to charge city residents twice for the same service, it is anticipated that future city budgets will reflect a reduction in city property tax revenue for the existing two SROs that will be funded by the county-wide millage in the future.

One caution is noted at this time by staff. Should the County millage be approved in November (with resulting positional and funding changes following thereafter), and a subsequent ballot proposal to renew that millage be defeated, the funding source for all school resource officers in the Midland Police Department and assigned to the Midland Public School system would be eliminated. City Council at that time would be required to determine whether or not any of the four positions would be continued. Although it is currently anticipated that two positions would be recommended for continuation (based on our existing funding and staffing model), economic conditions of the day could have changed by that time and could influence how City Council is able to respond.

As a County millage proposal, no position of support or opposition is required. Rather, this resolution only acknowledges the receipt and filing of the Midland County special millage language proposal for school resource officers.

Sincerely,

A handwritten signature in dark ink, appearing to read "Clifford A. Block". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Clifford A. Block  
Midland Police Department

**MIDLAND COUNTY SCHOOL RESOURCE OFFICER (SRO)**  
**MILLAGE PROPOSAL**

“Shall the limitation on the total amount of general ad valorem taxes which may be imposed for all purposes upon real and personal property in Midland County be increased by a total levy of up to .4 mill (\$.40 per \$1,000.00) of taxable valuation, as finally equalized, for levy in the years 2018 through 2021, both inclusive, as provided in Article 9, Section 6, Michigan Constitution of 1963, as amended, for the purpose of assigning licensed law enforcement officers from the Midland County Sheriff’s Office and the Midland City Police Department as School Resource Officers to Midland County public schools (Midland Public, Meridian, Bullock Creek and Coleman) who will provide school security and law enforcement, and facilitate educational liaison between students, school staff, law enforcement officers, and the community which if approved and levied in its entirety is estimated to raise \$1,343,531 in the first year ?”



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## BY COUNCILMAN

WHEREAS, the County of Midland has approved a special millage proposal on the November 2018 election ballot, which would levy up to .4 mills to provide funding for seven school resource officers to school districts in Midland County; and

WHEREAS, the millage request would be for four years, beginning on December 1, 2018 and ending December 1, 2021; and

WHEREAS, the City of Midland currently funds two school resource officers for Midland Public Schools from the general fund; and

WHEREAS, the millage request would allow for the number of school resource officers in Midland Public Schools to increase from two to four, requiring an increase in full-time employees of the Midland Police Department by two; and

WHEREAS, all four school resource officers would become funded by the new county-wide .4 mill special county tax; and

WHEREAS, if the millage passes, City Council will be required to amend its 2018-19 General Fund budget to provide budgetary authorization for the two additional full-time officers, and recognition of the anticipated proceeds from the county-wide millage; now therefore,

RESOLVED, that the Midland County special millage language for school resource officers to be placed on the November 2018 general election ballot be received and filed.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, August 27, 2018.

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Selina Tisdale, City Clerk

**Backup material for agenda item:**

4. \* Approving Site Plan No. 375 - A petition initiated by OHM Advisors and David Helgersen for site plan review and approval for a .506 acre, 25 space parking lot for Cintas Corporation located at 510 Bayliss Street. MURSCHEL

**SUMMARY REPORT TO CITY MANAGER**  
for City Council Meeting of August 27, 2018

**SUBJECT:** Site Plan No. 375— Cintas Parking Lot

**INITIATED BY:** OHM Advisors on behalf of David Helgerson

**RESOLUTION**

**SUMMARY:** This resolution will approve a petition initiated by OHM Advisors on behalf of David Helgerson for site plan review and approval for a 25 space parking lot for Cintas Corporation located at 510 Bayliss Street.

**ITEMS ATTACHED:**

1. Letter of Transmittal
2. Resolution
3. Staff Report to the Planning Commission
4. Written Public Comment
5. Planning Commission minutes
6. Location maps
7. Site Plan

**CITY COUNCIL ACTION:**

1. Public hearing not required.
2. 3/5 vote required to approve resolution.

Grant Murschel  
Director of Planning & Community Development

GRM/rmg



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August 22, 2018

C. Bradley Kaye, AICP CFM  
City Manager  
City of Midland  
Midland Michigan

Dear Mr. Kaye:

At its meeting on Tuesday, August 14, 2018, the Planning Commission held a public hearing for Site Plan No. 375, initiated by OHM Advisors on behalf of David Helgerson for site plan review and approval for a 25 space parking lot for Cintas Corporation located at 510 Bayliss Street.

Site Plan No. 375 was recommended for approval by City Planning staff. Following consideration, the Planning Commission took the following action: it was moved and seconded to recommend to City Council approval of Site Plan No. 375 contingent upon:

1. A final storm water management permit must be approved by the City Engineering Department.
2. A cross access easement agreement for the vehicle and sidewalk connections for potential, future development to the west.

Vote on the Motion:

YEAS: Bain, Hanna, Koehlinger, Tanzini, Mayville, Heying, Pnacek, and Stamas

NAYS: None

ABSENT: McLaughlin

Motion approved by a vote of 8 to 0.

One written public comment in favor of this site plan was received ahead of the meeting; there were no public comments made during the public hearing on this request.

Sincerely,

Grant Murschel  
Director of Planning & Community Development

GRM/rmg



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**BY COUNCILMAN**

WHEREAS, the City Council has received the recommendation of the Planning Commission for approval of Site Plan No. 375, – initiated by OHM Advisors on behalf of David Helgersen for site plan review and approval for a 25 space parking lot for Cintas Corporation located at 510 Bayliss Street; and

WHEREAS, the City Council has reviewed the proposed Site Plan No. 375 in accord with the provisions set forth in Sections 27.02(A) and 27.06(A) of the Zoning Ordinance of the City of Midland; now therefore

RESOLVED, that the City Council does hereby approve Site Plan No. 375, contingent upon the following:

1. A final storm water management permit must be approved by the City Engineering Department.
2. A cross access easement agreement for the vehicle and sidewalk connections for potential, future development to the west.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a        yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, August 27, 2018.

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Selina Tisdale, City Clerk

Site Plan No. 375 – Cintas Parking Lot



Site Plan SP #375

Date: August 8, 2018

### **STAFF REPORT TO THE PLANNING COMMISSION**

SUBJECT: Cintas Corporation Parking Lot

APPLICANT: David Helgerson

LOCATION: 510 Bayliss Street

ZONING: RC Community Commercial

ADJACENT ZONE: North: CC Community Commercial  
East: RC Regional Commercial  
South: CC Community Commercial and OS Office Service  
West: RC Regional Commercial

ADJACENT DEV: North: U.S. Post Office  
East: Cintas Corporation (main facility)  
South: Office and coffeehouse  
West: Vacant

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### **REPORT**

Site Plan No. 375 from David Helgerson and behalf of Cintas Corporation is for a 25 space parking lot for Cintas Corporation located at 510 Bayliss Street.

The subject property is zoned RC Community Commercial by the City of Midland Zoning Ordinance. Standalone parking structures or lots are a permitted use by right within the RC zoning district. Site plan review and approval under Section 27.02(A) of the Zoning Ordinance is required for this proposed use. Section 27.06(A) of the Zoning Ordinance states that: "The following criteria shall be used as a basis upon which site plans will be reviewed and approved:"

### **BASIS FOR ACTION**

#### **1. Adequacy of Information**

The site plan shall include all required information in sufficiently complete and understandable form to provide an accurate description of the proposed uses and structures.

The site plan contains most of the information required for site plan approval but is

deficient in the following areas, both of which are proposed as contingencies and are usually addressed at time of construction:

- A final stormwater management plan and permit application amendment must be approved by the City Engineering Department.
- A cross access easement agreement for the vehicle and sidewalk connections for potential, future development to the east.

2. **Site Design Characteristics**

All elements of the site design shall be harmoniously and efficiently organized in relation to topography, the size and type of parcel, the character of adjoining property, and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted by this Ordinance.

The proposal includes a parking lot area, stormwater retention basin, landscaping and sidewalk connection. All elements of the site plan appear to be designed harmoniously with the surrounding uses and are appropriate in scale to the surrounding neighborhood.

3. **Appearance**

Landscaping, earth berms, fencing, signs, walls and other similar site features shall be designed and located on the site so that the proposed development is aesthetically pleasing and harmonious with nearby existing or future developments.

The layout of the parking area is considered appropriate for the site. Landscaping is proposed to add aesthetically pleasing elements to soften the hardscape.

4. **Compliance with District Regulations**

The site plan shall comply with the district requirements for height of building, lot size, lot coverage, density, and all other requirements set forth in the Schedule of Regulations (Article 26.00) unless otherwise provided in this Ordinance.

The project meets all setbacks, lot area, height and other dimensional requirements for the proposed use.

5. **Preservation and Visibility of Natural Features**

Natural features shall be preserved as much as possible, by minimizing tree and soil removal alteration to the natural drainage course and the amount of cutting, filling, and grading.

The subject site is currently vacant and consists of a grassy field. The site plan proposes to utilize the natural grading of the site to minimize soil removal.

6. **Privacy**

The site design shall provide reasonable visual and sound privacy. Fences, walls, barriers, and landscaping shall be used, as appropriate if permitted, for the protection and enhancement of property and the safety and privacy of occupants and uses.

There are no required standards for privacy screening for this development given that it does not directly abut residential property.

7. **Emergency Vehicle Access**

All buildings or groups of buildings shall be so arranged as to permit convenient and direct emergency vehicle access.

The Fire Department has reviewed the proposed site plan for adequate emergency vehicle access and is satisfied with the plan as proposed.

**8. Ingress and Egress**

Every structure or dwelling unit shall be provided with adequate means of ingress and egress via public or private streets and pedestrian walkways.

Adequate site access is proposed for the parking lot with a new curb cut onto Bayliss Street. The new driveway proposed is compliant with zoning ordinance standards for commercial driveways. A proper pedestrian connection from the public sidewalk along Bayliss Street is also provided. The sidewalk and vehicle access might likely continue to the east for future, potential development. As such, a cross access or shared access agreement for both pedestrian and vehicle use should be established.

**9. Pedestrian Circulation**

Each site plan shall provide a pedestrian circulation system, which is insulated as completely as is reasonably possible from the vehicular circulation system.

Adequate pedestrian circulation is proposed with a new sidewalk connecting the parking lot (and lands to the east) to the public sidewalk along Bayliss Street.

**10. Vehicular and Pedestrian Circulation Layout**

The layout of vehicular and pedestrian circulation systems shall respect the pattern of existing or planned streets or pedestrian or bicycle pathways in the vicinity of the site. The width of streets and drives shall be appropriate for the volume of traffic they will carry in accordance with subsection 3.10. In order to insure public safety and promote efficient traffic flow and turning movements, the applicant may be required to limit street access points or construct a secondary access road.

Both vehicle and pedestrian circulation is appropriate for this development – the driveway proposed is of proper width and depth dimensions.

**11. Parking.**

The proposed development shall provide adequate off-street parking in accordance with the requirements in Article 5.00 of this ordinance.

At this time, the parking proposed is the principal use on the site; therefore, parking calculations are not needed. Given the parking needs of the surrounding uses, including the main Cintas Corporation facility across Bayliss Street, the additional parking will be used to meet an already high demand.

**12. Drainage**

The project must comply with the City's Stormwater Ordinance.

The City Engineering Department has reviewed the proposal and provided preliminary approval. A final stormwater plan and permit must still be submitted to the City Engineering Department for review and approval.

**13. Soil Erosion and Sedimentation**

The proposed development shall include measures to prevent soil erosion and sedimentation during and upon completion of construction, in accordance with current State, County, and City standards.

Soil erosion and sedimentation control details are not required as the site is less than one (1) acre in size.

**14. Exterior Lighting**

Exterior lighting shall be designed so that it is deflected away from adjoining properties and so that it does not impede vision of drivers along adjacent streets and comply with the provisions in Section 3.12.

A compliant photometric plan has been submitted with the site plan package by the applicant. The proposed exterior lighting is seen as compliant with City standards.

**15. Public Services**

Adequate services and utilities, including water, sewage disposal, sanitary sewer, and storm water control services, shall be available or provided, and shall be designed with sufficient capacity and durability to properly serve the development. All streets and roads, water, sewer, and drainage systems, and similar facilities shall conform to the design and construction standards of the City.

As previously discussed, a final storm water management permit must be approved by the City Engineering Department. This is typically addressed at final permitting stage. No other public utility connections are proposed on site.

**16. Screening**

Off-street parking, loading and unloading areas, outside refuse storage areas, and other storage areas shall be screened by walls or landscaping of adequate height and shall comply with Articles 6.00 and 7.00 of this Ordinance. All roof-top mechanical equipment shall be screened from view from all residential districts and public roadways.

Given the proposed use, no screening is required.

**17. Health and Safety Concerns**

Any use in any zoning district shall comply with all applicable public health, pollution, and safety laws and regulations.

No health and safety concerns have been identified.

**18. Sequence of Development**

All development phases shall be designed in logical sequence to insure that each phase will independently function in a safe, convenient and efficient manner without being dependent upon subsequent improvements in a later phase or on other sites.

The proposed development will be completed in one phase.

**19. Coordination with Adjacent Sites**

All site features; including circulation, parking, building orientation, landscaping, lighting, utilities, common facilities, and open space shall be coordinated with adjacent properties.

Construction of the proposed access driveway and the proposed stormwater connections will require coordination with the City Engineering Department for work within the road right-of-ways, and the City Utility Department. The stormwater connection will also require coordination with the property owner to the south (The Loch Coffeehouse). A letter from the property owner indicating their agreement with the plan has been enclosed for review.

20. **Signs.**

All proposed signs shall be in compliance with the regulations in Article 8.00 of this Ordinance

No signage is proposed with the site plan. Any signage must meet the requirements of Article 8 and be approved by the City Building Department at that time.

### **CONTINGENCY ITEMS**

Based on consideration of the site plan thus far, staff is of the opinion that the proposal adequately meets city requirements and is designed in a manner which is harmonious with the surrounding. That said, however, approval of the site plan could be considered subject to the following contingencies:

1. A final stormwater management plan and permit application amendment must be approved by the City Engineering Department.
2. A cross access easement agreement for the vehicle and sidewalk connections for potential, future development to the east.

### **PLANNING COMMISSION ACTION**

Staff currently anticipates that the Planning Commission will hold a public hearing on this request during its regular meeting on August 14, 2018 and will formulate a recommendation to City Council thereafter. If recommended to City Council the same evening, we anticipate that on August 27, 2018 the City Council will consider the site plan and Planning Commission recommendation. Please note that these dates are merely preliminary and may be adjusted due to Planning Commission action and City Council agenda scheduling.

Respectfully Submitted,



Grant Murschel  
Director of Planning & Community Development

August 7, 2018

TJ: City of Midland Planning Commission and whoever else it may concern

RE: Parking Lot Development on 510 Bayliss

With full understanding of the proposed parking lot development (attached) on the property of 510 Bayliss, I hereby approve and support this development, as it will provide much needed, planned parking that will alleviate the congestion and safety issues with so much "street parking" on Bayliss.

Sincerely,



OWNER/MANAGER

JIM ADAME, THE LOCH COFFEE COMPANY

8/7/18

DATE



[illegible]

DATE	PROJ. NUMBER	CDC	PROJ. AREA	CDC	CDIST	ALTERNATIVE	REVISION
08/02/00	001	CD	LI	LI	LI	LI	
DAVID H. HELGERSON CINTAS PARKING LOT LANDSCAPING PLAN							

DO NOT FORGIVE ALL DRAWING AND LETTER MATERIALS APPEARING HEREIN CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF O&N AND THE SAME MAY NOT BE REPRODUCED, DISTRIBUTED, OR DISCLOSED WITHOUT PRIOR WRITTEN CONSENT OF O&N

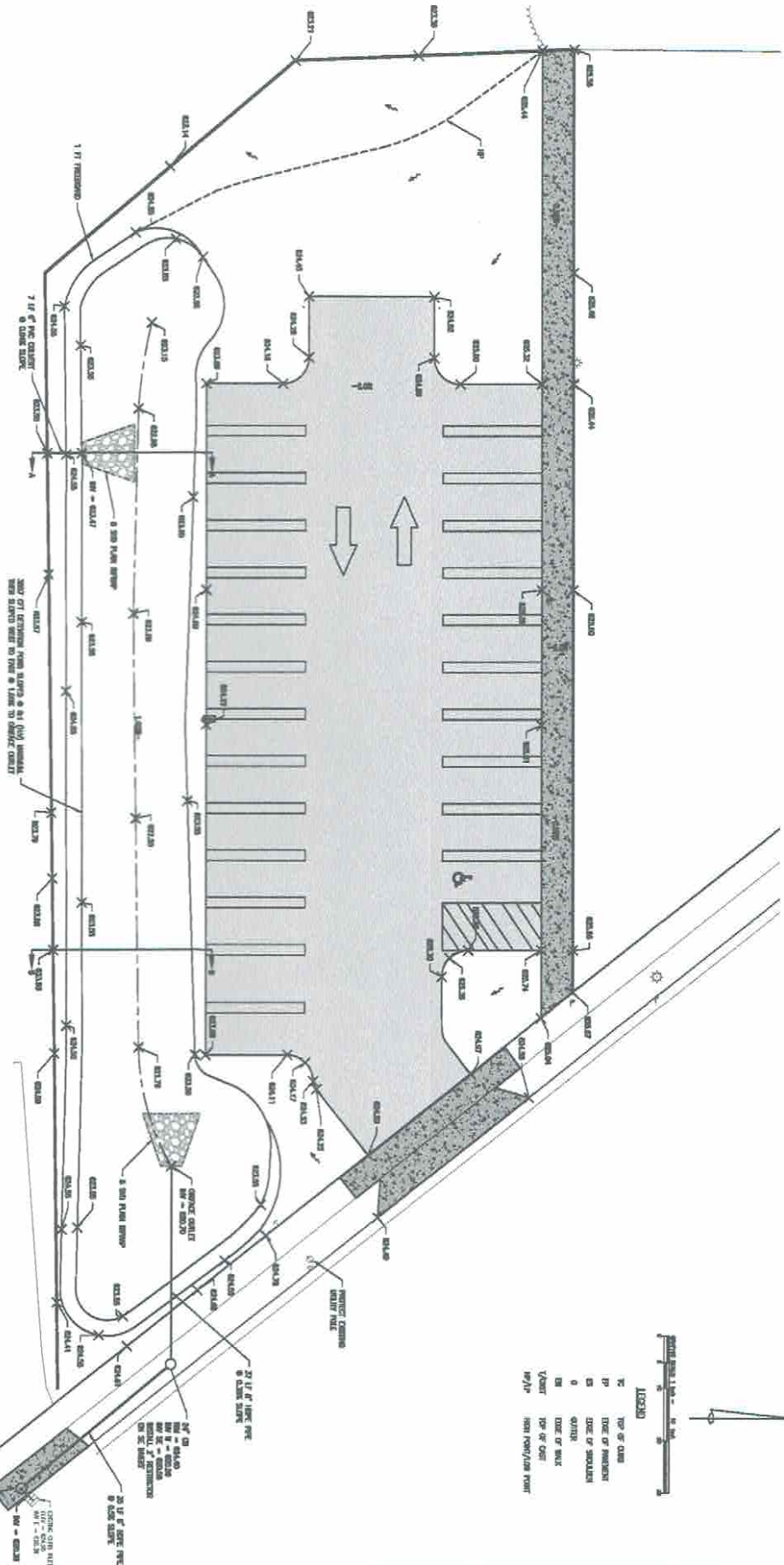
A-A DETENTION POND SECTION  
NO SCALE

B-B DETENTION POND SECTION  
NO SCALE

Keep up to date.  
Call before you dig.



DAVID H. HELGESON  
CINTAS PARKING LOT  
GRADING SHEET



1" = 10' - 0"

1" = 10' - 0"

1" = 10' - 0"

1" = 10' - 0"

1" = 10' - 0"

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**MINUTES OF THE MEETING OF THE  
MIDLAND CITY PLANNING COMMISSION  
WHICH TOOK PLACE ON  
TUESDAY AUGUST 14, 2018, 7:00 P.M.,  
COUNCIL CHAMBERS, CITY HALL, MIDLAND, MICHIGAN**

1. The meeting was called to order at 7:00 p.m. by Chairman Heying.
2. The Pledge of Allegiance was recited in unison by the members of the Commission and the other individuals present.

3. **Roll Call**

**PRESENT:** Bain, Hanna, Koehlinger, Heying, Mayville, Pnacek, Stamas, and Tanzini

**ABSENT:** McLaughlin

**OTHERS PRESENT:** Grant Murschel, Director of Planning & Community Development, Nicole Wilson, Community Development Planner, and (3) three others.

5. **Approval of Minutes**

It was moved by Hanna and seconded by Mayville to approve the minutes of the regular meeting of July 10<sup>th</sup>, 2018. Motion passed unanimously.

6. **Public Hearing**

- a. **Site Plan No. 375**– initiated by OHM Advisors, and David Helgerson for site plan review and approval of a 25 space parking lot for Cintas Corporation located at 510 Bayliss Street.

Murschel gave an overview of the petition and the staff report. The subject property is zoned RC Regional Commercial by the City of Midland Zoning Ordinance. Standalone parking structures or lots are a permitted use within the RC zoning district. Murschel explained that this development creates new vehicular access from Bayliss Street which triggers the need for Planning Commission and City Council review and approval.

Staff has found Site Plan 375 to be in compliance with regard to setbacks, stormwater and landscaping requirements. A communication was received from the adjacent property owner that will be impacted by the stormwater lateral connection; the owner approves of the plan as proposed. No other public comments were received ahead of the public hearing.

Bain asked the direction of pedestrian access, Murschel explained the access would be to the parcel to the west which is presently vacant.

Heying inquired regarding stormwater management. Specifically, if the spillway were to completely fill, could the site flood the neighboring property. Murschel explained that the present situation is such that, with enough water, the site would drain into the neighboring parcel. However, with this improvement, it will greatly reduce the likelihood of doing so as an engineered design is being introduced to the site.

The petitioner, David Helgerson, 2105 Springwood Drive, Midland stated that he has been working collaboratively with Mr. Ott & JW Fisher to clean up the area and address

concerns around safety and flow into and out of the area. Future re-working of the Post Office site intend to address these concerns.

Bain inquired as to the intended users are for the parking lot – there is some concern that when driving south on Bayliss Street at Dartmouth Street, visibility of oncoming traffic could be challenging if larger vehicles are parked. Helgerson explained that while Cintas has collaborated on this project, he does not know whether commercial or personal vehicles will be parked in it. Helgerson further explained that the long term vision includes a need for up to 40 additional spaces for employees of the US Post Office. The conceptual plans are to potentially reverse traffic flow for Post Office patrons. Helgerson further explained that 1.8 acres will remain for further development after all intended elements are complete.

Heying opened the meeting for public comment. There were no comments made in support or opposition. Public hearing was closed.

Motion by Mayville to waive the rules of procedure and consider the site plan during the meeting, seconded by Hanna. Motion approved unanimously.

Commissioner comments included that Cintas has been a good neighbor, visibility and lines of sight seem to be improved by this proposal, and that this will be helpful to the area.

Motion by Mayville seconded by Hanna, to recommend approval of Site Plan No. 375, initiated by OHM Advisors for site plan review and approval of a 25 space parking lot located at 510 Bayliss Street, contingent upon:

1. A final storm water management permit must be approved by the City Engineering Department.
2. A cross access easement agreement for the vehicle and sidewalk connections for potential, future development to the west.

YEAS:           Bain, Hanna, Koehlinger, Mayville, Tanzini, Heying, Pnacek, and Stamas  
 NAYS:           None  
 ABSENT:       McLaughlin

The motion was approved (8-0).

**7. Old Business**

None

**8. Public Comments (unrelated to items on the agenda)**

None

**9. New Business**

None

**10. Communications**

**a) Why Walkable Streets are More Economically Productive – Strong Towns**

Murschel gave an overview of the Strong Towns article, “Why Walkable Streets are More Economically Productive;” noting that the goal in presenting the article is to include opportunities for broad urban planning concept discussions. Strong Towns is an urban planning organization that brings commentary and perspective to create conversation.

Takeaways include that public investments are made to facilitate all types of development; and that tax dollars are used to maintain all public infrastructure that services development now and into the future.

Hanna shared her perspective that Midland is and has always been walkable. A reminder, though, as the median age of our community rises, there may need to be a shift in priority from walkability to providing closer and added barrier-free parking. It is important to consider all demographics within the community. Bike-ability is important for those who rely on bikes for transportation. Hanna further explained that in the past walking was encouraged and expected as a part of the culture, at present that is not the case.

Bain inquired how site plans are reviewed with disabled individuals in mind. Murschel explained that building officials, Dial-A-Ride staff, and Engineering staff review site plans to evaluate ADA requirements for new buildings and substantial redevelopments.

Mayville inquired about parking regulations and the potential to use our demographic profile to forecast both the current use of and future need for parking stock, including barrier free spaces. Murschel explained that the DDA is planning to evaluate parking in the downtown but that a broader review of the City's parking requirements could be done with demographic trends in mind.

Koehlinger affirmed that Midland is walkable, however, his takeaway from the article was more about making both the walk and the destination appealing.

Bain shared that focus should include more than downtown; as the Circle district is a complete neighborhood that offers basic needs and has the potential for everyday walkability.

Mayville inquired if there has been a tax value per acre evaluation completed here in Midland. Murschel indicated that one has not been done but agreed that this would be a great comparison.

Heying offered that his takeaway was more on investment and resiliency after last year's flood. By encouraging more concentrated development, the length of the stormwater management system is reduced. Murschel commented that the ratio of impervious pavement to natural environment has an impact on stormwater management and resiliency planning.

Stamas commented that Traverse City values in downtown are different due to tourism demand. Midland is spread out with regard to our footprint, the bigger question is how we connect pockets of development rather than concentrating development.

Koehlinger questioned if the development drives walkability, or does increased walkability drive development. Murschel explained that existing policies have encouraged pedestrian accessibility and walkability; but as the City planning efforts continue forward it is important to continue to encourage walkability. Vision for traffic calming, access and a broader vision of movement into, out of, and within downtown is coming to fruition; now it is time to focus on pedestrian, connective and walkable environment of other business and commercial areas. All of these concepts are good to consider within the development of the City Master Plan.

Hanna added that Midland is a floodplain and it is important to be aware of the natural management of stormwater and mindful that building parking and impervious structures challenges the natural management of the same.

#### **11. Report of the Chairperson**

None

**12. Report of the Planning Director**

Introduction of newly appointed Community Development Planner, Nicole Wilson. Nicole gave a brief overview of her background, experience and education.

**13. Items for Next Agenda – August 28, 2018**

- a. **Conditional Use permit No. 61** – initiated by Cherryview Development Corporation to permit an individual two-family residential dwelling on properties located at 2711, 2721, 2801 and 2811 W. Wackerly Street in an OS Office Service zoning district. Four (4) two-family residential dwellings are proposed in total.

**14. Adjournment**

It was motioned by Mayville and seconded by Hanna to adjourn at 8:00 p.m. Motion passed unanimously.

Respectfully submitted,

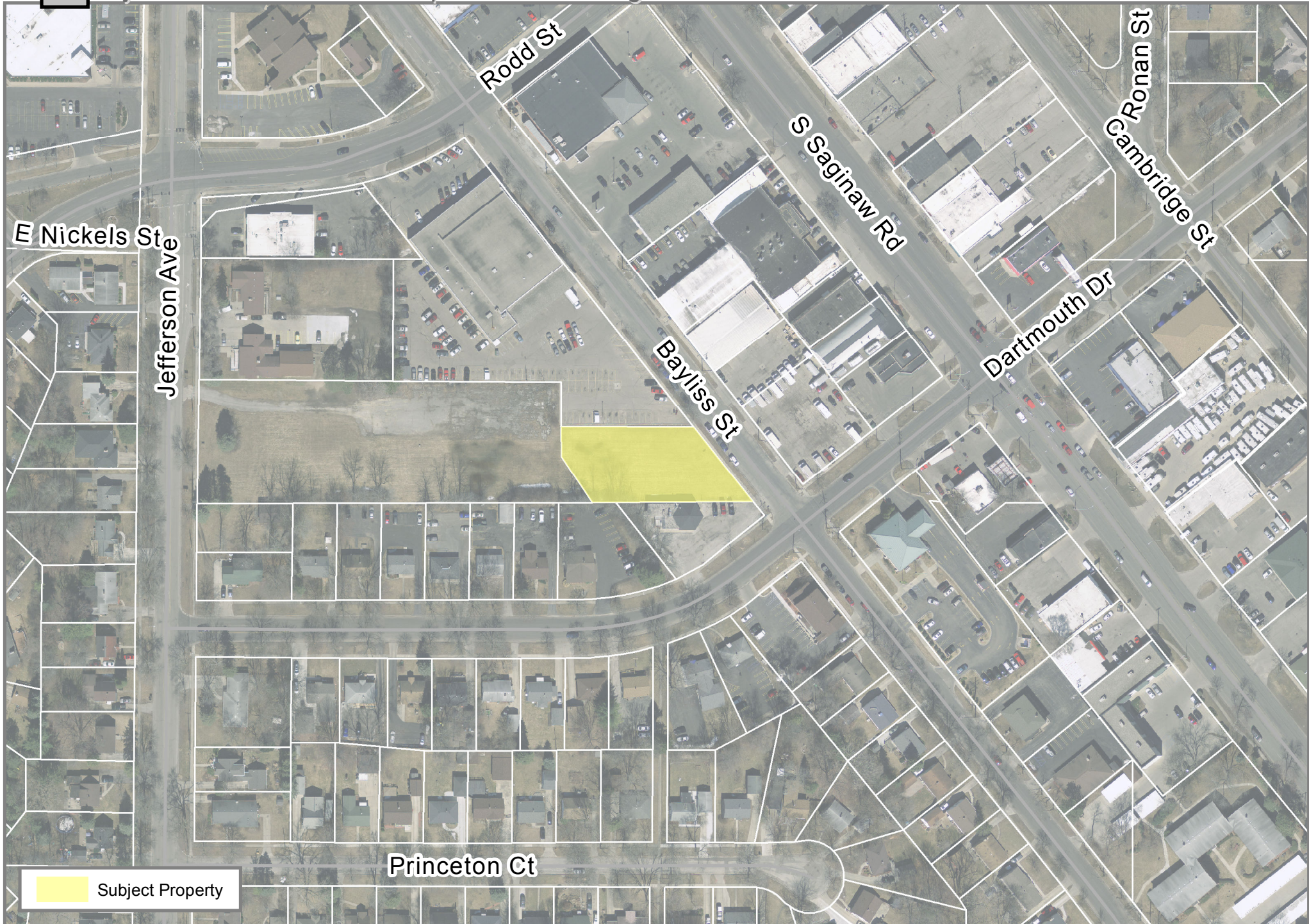


Grant Murschel  
Director of Planning & Community Development

MINUTES ARE NOT FINAL UNTIL APPROVED BY THE PLANNING COMMISSION

# SP #375 | David Helgersen

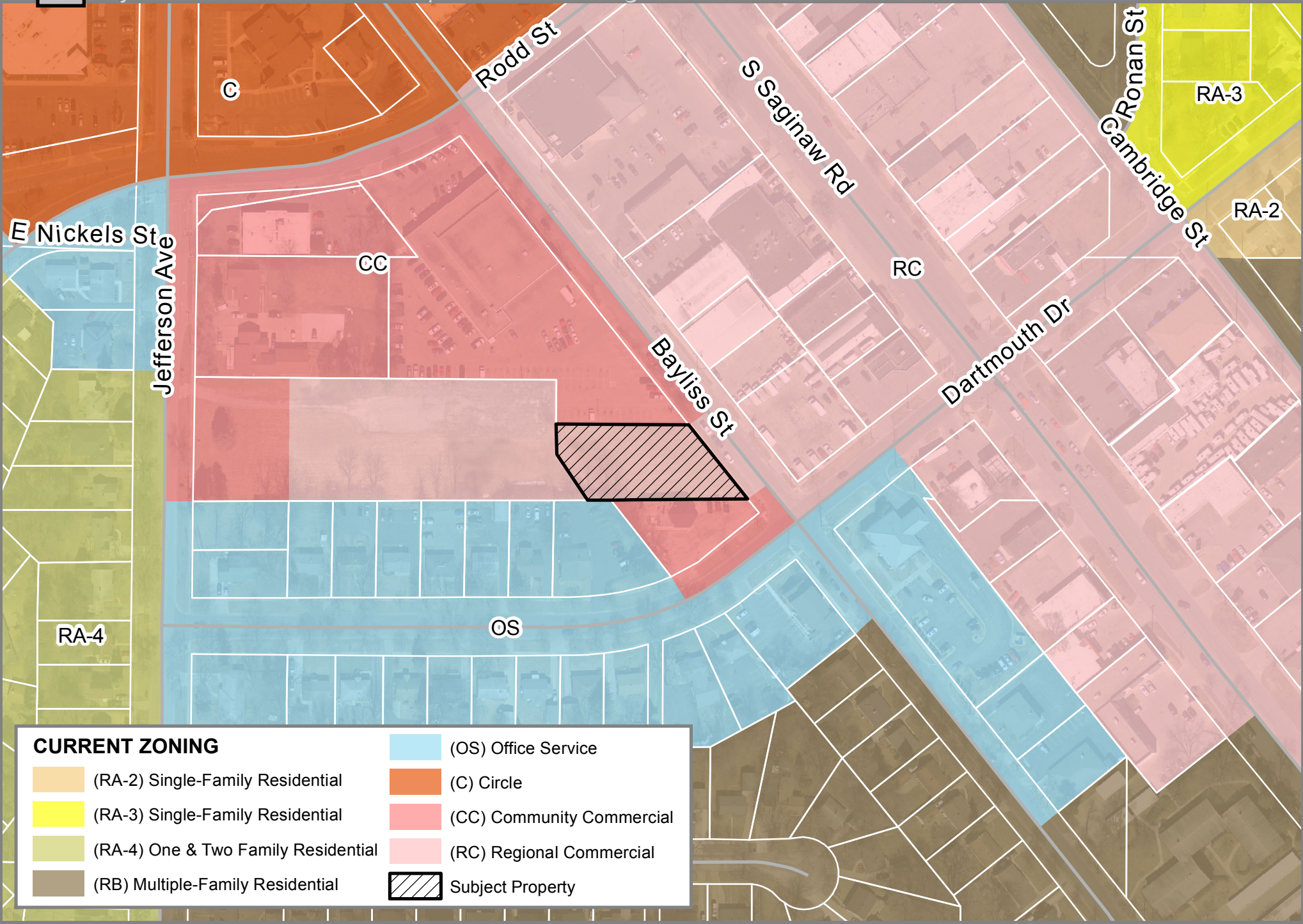
> 5 34 Bayliss Street - Cintas Corporation Parking



# SP #375 | David Helgerson

> 5 35 Bayliss Street - Cintas Corporation Parking





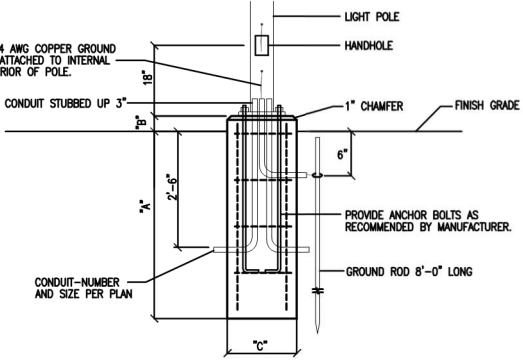
CURRENT ZONING

- |                                     |                           |                          |
|-------------------------------------|---------------------------|--------------------------|
| (RA-2) Single-Family Residential    | (OS) Office Service       | (C) Circle               |
| (RA-3) Single-Family Residential    | (CC) Community Commercial | (RC) Regional Commercial |
| (RA-4) One & Two Family Residential |                           |                          |
| (RB) Multiple-Family Residential    |                           |                          |
|                                     |                           | Subject Property         |

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N 773570.76
E 13160863.38    ELEV 624.85
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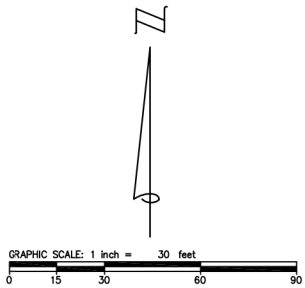
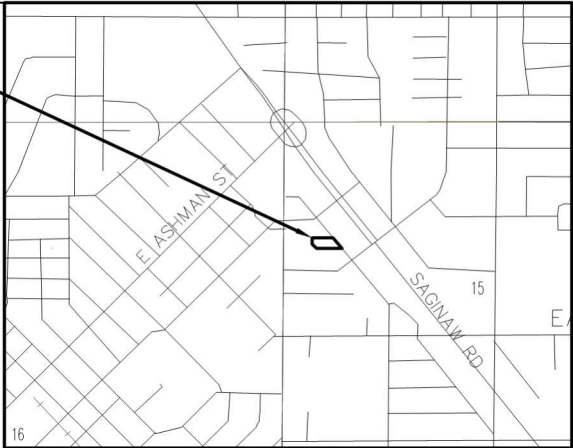
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25' HIGH	6'-0"	6'	24" DIA. CONCRETE BASE, (7) #6 BARS VERTICAL, 3 TIES @ 12" OC



LIGHT POLE BASE DETAIL

NO SCALE

PROJECT LOCATION

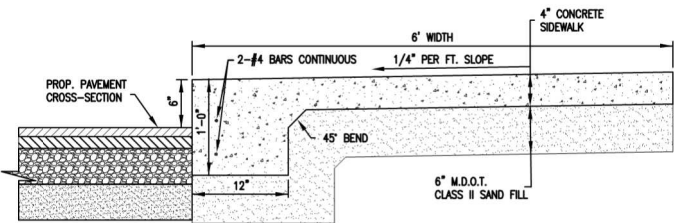




OHM  
ARCHITECTS ENGINEERS PLANNERS

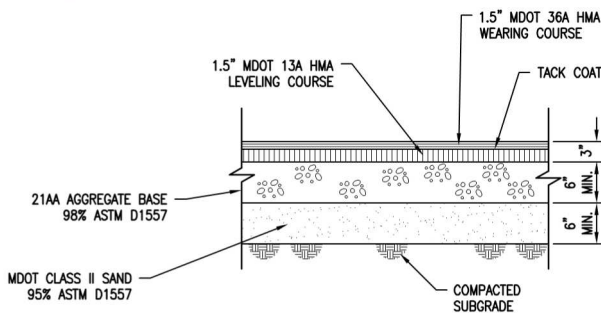
415 E Main St  
Midland, MI 48640  
P (989) 956-2020

OHM-ADVISORS.COM



CONCRETE SIDEWALK AND CURB DETAIL

NO SCALE



ASPHALT PAVEMENT (STANDARD DUTY)

NO SCALE



Advancing Communities

415 E Main St | Midland, MI 48640  
P (989) 956-2020

PREPARED UNDER THE SUPERVISION OF:

45096  
Registration No.

CRAIG D. SCHRIPEMA

Date

LEGAL DESCRIPTION:

BEG ON N LN OF REPLAT OF KEPPELS ADD  
SEC 15, 575.29 E OF W SEC LN E 217.33FT  
N 38D 37M W 134.23FT W 179.89FT S  
46.38FT S 38D 37M E 74.93FT TO POB

DATE	PROJ NUMBER	ENG	PROJ MGR	CADD	COUNTY	MUNICIPALITY
7/5/2018	0940-18-0020	SDH	CDS	UL	MIDLAND	MIDLAND

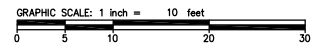
DAVID H. HELGERSON  
CINTAS PARKING LOT

SITE PLAN AND LAYOUT

1  
OF 3

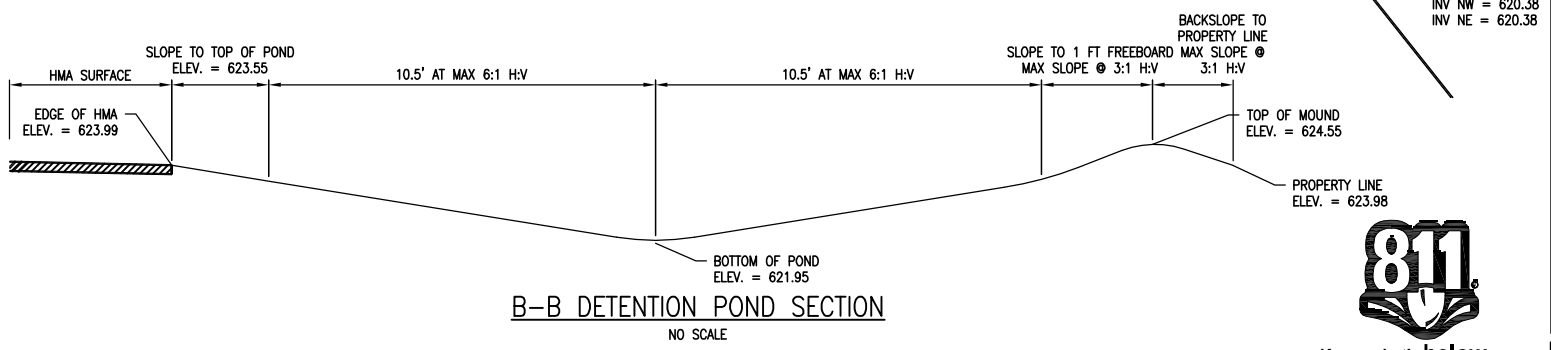
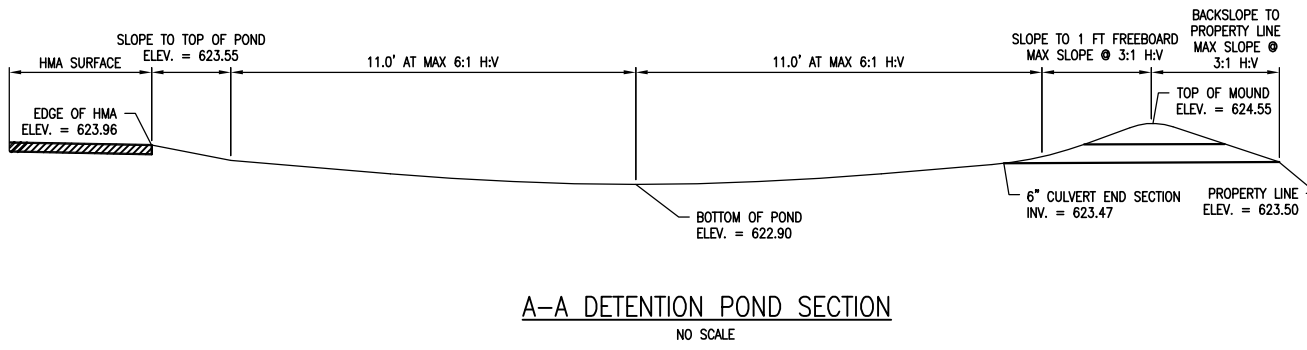
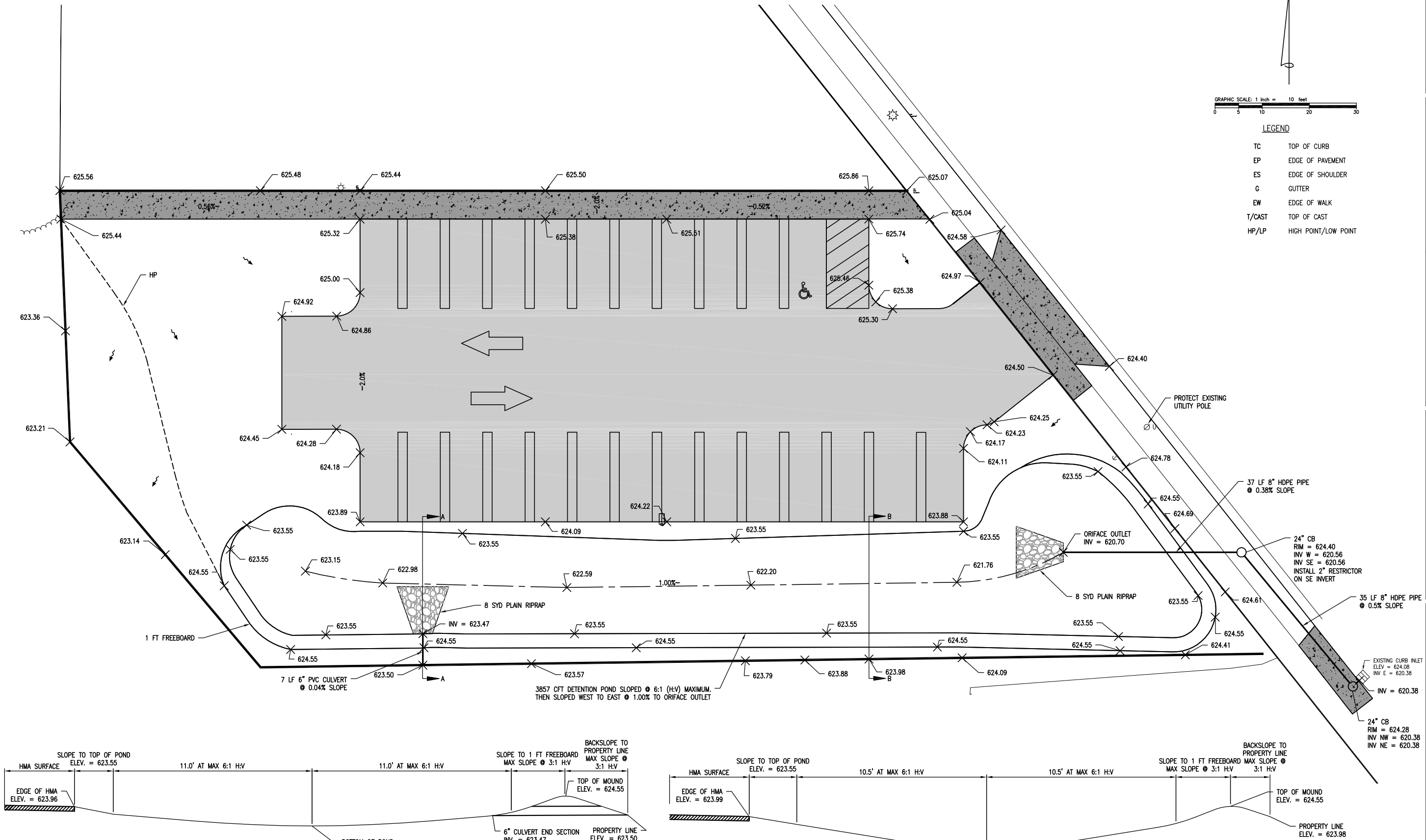
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LEGEND

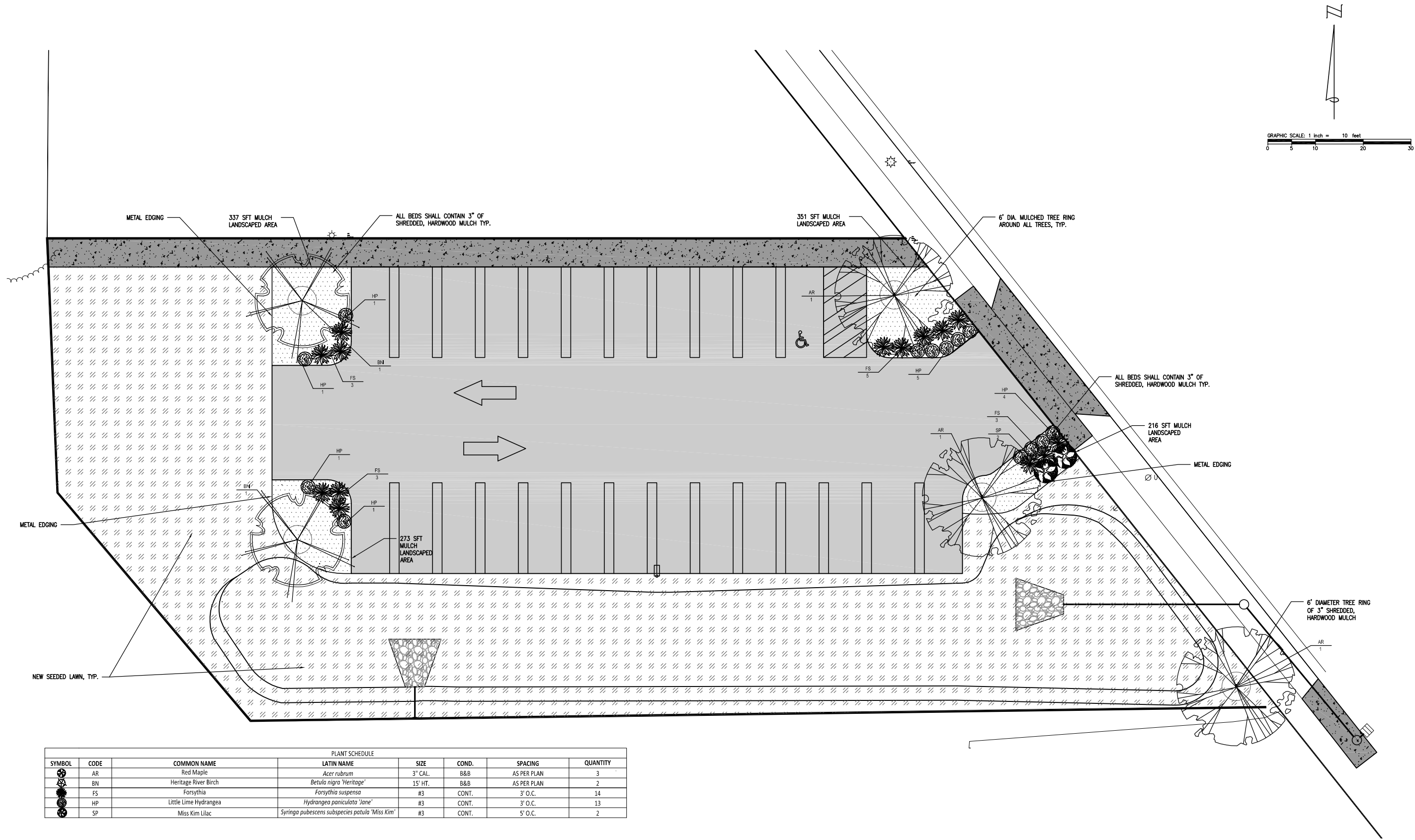
- TC TOP OF CURB
- EP EDGE OF PAVEMENT
- ES EDGE OF SHOULDER
- G GUTTER
- EW EDGE OF WALK
- T/CAST TOP OF CAST
- HP/LP HIGH POINT/LOW POINT



DATE	PROJ NUMBER	ENG	PROJ MGR	CADD	COUNTY	MUNICIPALITY	REVISIONS
09-01-2020	094018-020	SH	CDS	LL	MIDLAND	MIDLAND	
DAVID H. HELGERSON CINTAS PARKING LOT GRADING SHEET							

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Know what's below.  
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REVISIONS

REVISIONS

DATE	PROJ NUMBER	ENG	PROJ MGR	CDD	COUNTY	MUNICIPALITY
09-01-18-0200	SH	SH	CDS	UL	MIDLAND	MIDLAND

DAVID H. HELGERSON  
CINTAS PARKING LOT  
LANDSCAPING PLAN

SHEET
3 OF 3

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Cintas Parking Lot

## PROJECT WORK SHEET

Parking Lot:

Landscaping Ratio = 20 sft / parking space

$$= \frac{20 \text{ sft}}{\text{space}} \cdot 25 \text{ spaces} = 500 \text{ sft Landscaping}$$

Trees Required = 1 tree / 300 sft Landscaping

$$= \frac{1 \text{ tree}}{300 \text{ sft}} \cdot 600 \text{ sft} = 1.67 \text{ trees}$$

$$= 2 \text{ trees}$$

shrubs Required = 1 shrub / 75 sft Landscaping

$$= \frac{1 \text{ shrub}}{75 \text{ sft}} \cdot 500 \text{ sft} = 6.67 \text{ shrubs}$$

$$= 7 \text{ shrubs}$$

Street Frontage:

$$\text{Length of Road Frontage} = 68 \text{ LF} + 19 \text{ LF} = 87 \text{ LF}$$

Trees Required = 1 tree / 40 LF Frontage

$$= \frac{1 \text{ tree}}{40 \text{ LF}} \cdot 87 \text{ LF} = 2.175 \text{ trees}$$

$$= 3 \text{ trees}$$

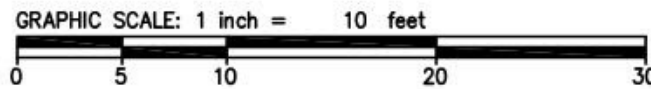
Shrubs Required =  $\frac{8 \text{ shrubs}}{40 \text{ LF}}$  Frontage

$$= \frac{8 \text{ shrubs}}{40 \text{ LF}} \cdot 87 \text{ LF} = 17.4 \text{ shrubs}$$

$$= 18 \text{ shrubs}$$

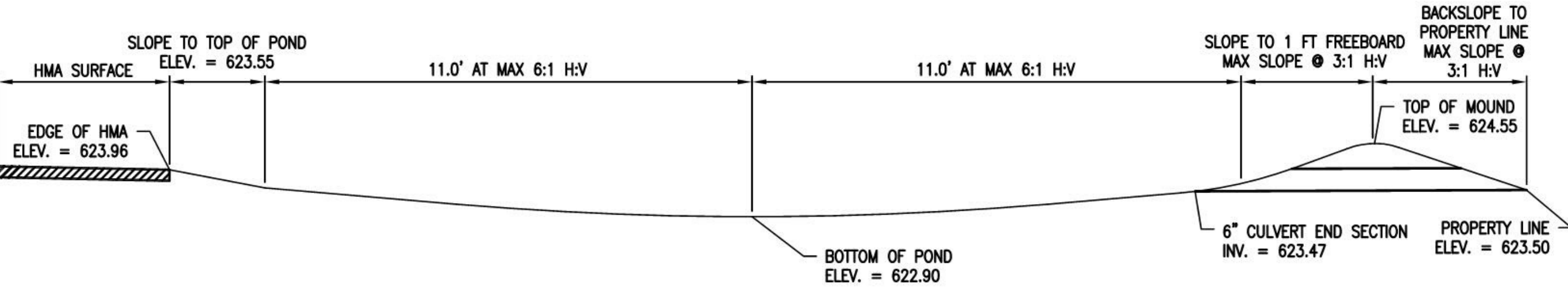
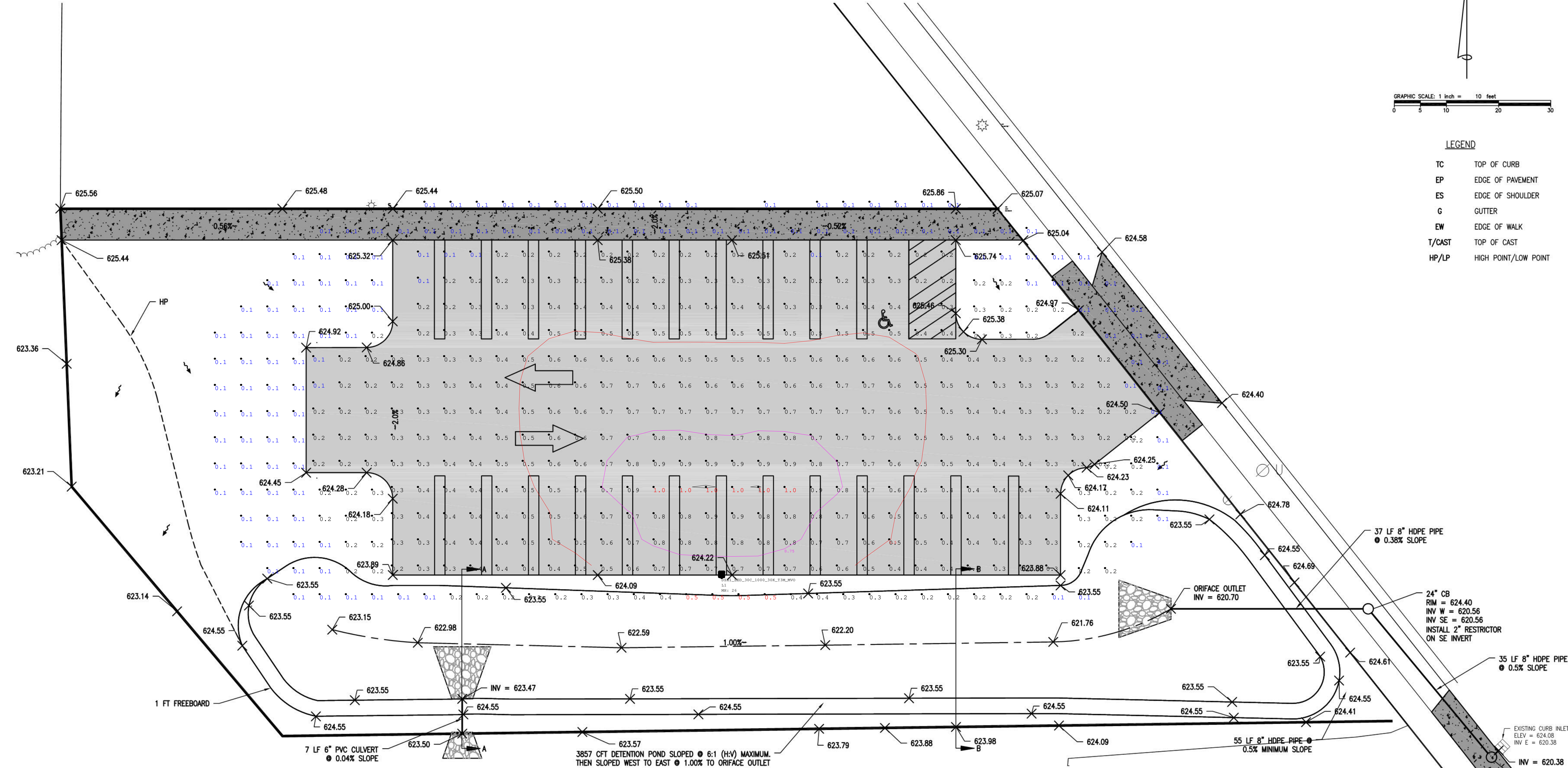
Total Trees = 5 Trees

Total Shrubs = 25 Shrubs

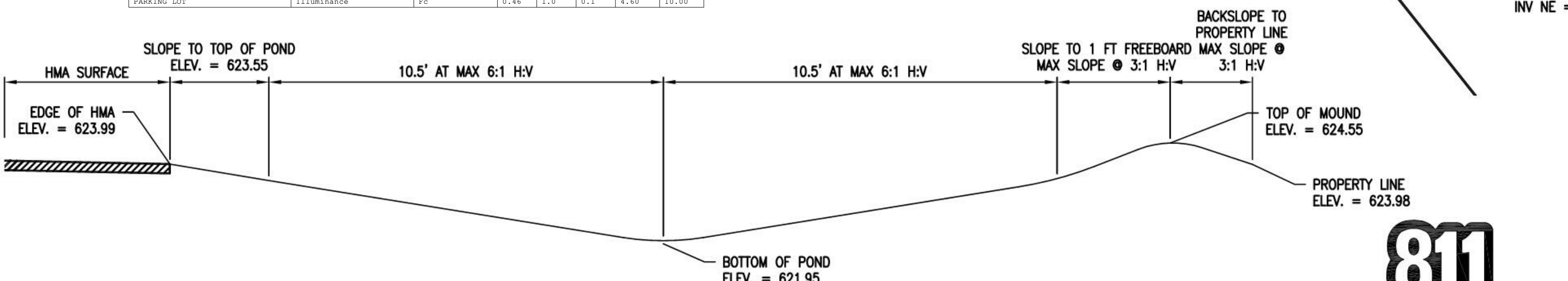


LEGEND

- TC TOP OF CURB
- EP EDGE OF PAVEMENT
- ES EDGE OF SHOULDER
- G GUTTER
- EW EDGE OF WALK
- T/CAST TOP OF CAST
- HP/LP HIGH POINT/LOW POINT



A-A DETENTION POND SECTION  
NO SCALE



B-B DETENTION POND SECTION  
NO SCALE

Luminaire Schedule		Label	Arrangement	Total Lamp Lumens		Description	Tag
Symbol	Qty			N.A.	0.900		
□	1	DSXL LED 300 1000 30K F3H MV02	SINGLE			DSXL LED 300 1000 30K F3H MV02 88 MA	L1
Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
OVERALL	ILLUMINANCE	Fc	0.15	0.5	0.1	1.50	5.00
PARKING LOT	ILLUMINANCE	Fc	0.46	1.0	0.1	4.00	10.00



Know what's below.  
Call before you dig.

**Backup material for agenda item:**

5.       \* 2018 Larkin Street Parking Lot Rehabilitation; Contract No.  
24. FREDRICKSON

**SUMMARY REPORT TO MANAGER**  
for City Council Meeting of August 27, 2018

**SUBJECT:** 2018 Larkin Street Parking Lot Rehabilitation;  
Contract No. 24

**INITIATED BY:** City of Midland Engineering Department

**RESOLUTION**

**SUMMARY:** This resolution authorizes the Mayor and City Clerk to execute a contract with Malley Construction, Inc. in the amount of \$77,425.00 for the rehabilitation of the parking lot at 129 W. Larkin Street. This resolution also authorizes the City Manager to approve change orders in an aggregate amount not to exceed \$10,000.00.

**ITEMS ATTACHED:**

1. Letter of Transmittal
2. Location Map
3. Resolution

**COUNCIL ACTION:**

1. 3/5 vote required to approve resolution

Joshua Fredrickson  
Engineering Department



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ [www.cityofmidlandmi.gov](http://www.cityofmidlandmi.gov)

August 22, 2018

C. Bradley Kaye, AICP CFM  
City Manager  
City of Midland  
Midland, Michigan

Dear Mr. Kaye:

On Tuesday, August 21, 2018 at 2:00 p.m., sealed proposals were publicly opened and read by the Assistant City Controller for the "2018 Larkin Street Parking Lot Rehabilitation; Contract No. 24". Bids were received as follows:

City of Midland Engineer's Estimate		\$46,700.00
Malley Construction, Inc.	Mt. Pleasant	\$77,425.00
Crawford Contracting, Inc.	Mt. Pleasant	\$77,670.00
Eric Construction, Inc.	Saint Charles	\$85,483.00
Shaw Contracting Co.	Bay City	\$86,750.00
Robbin Harsh Excavating, Inc	Clare	\$93,150.00
Tri-City Groundbreakers, Inc.	Midland	\$99,696.00

This Larkin Street parking lot, located at 129 Larkin Street, is separated under two ownerships. The City and the Mackinaw Center each own a section of the parking lot, with the lot having both public and reserved parking. Currently, the condition of the pavement surface has deteriorated and is in need of reconstruction. This contract is for the rehabilitation of the parking lot.

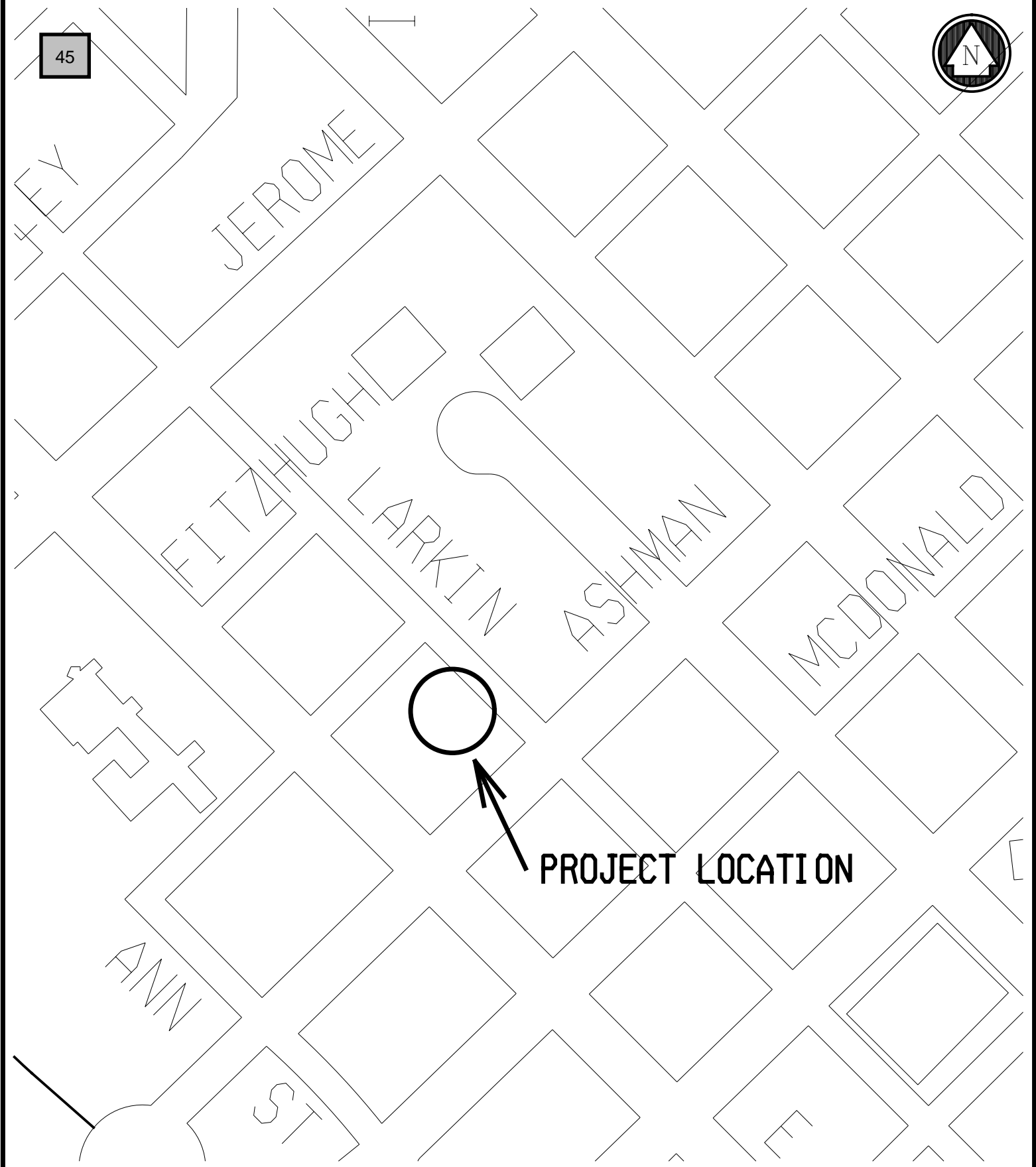
Funding for the 2018 Larkin Street Parking Lot Rehabilitation is provided by the General Fund and a contribution of \$10,000.00 from the Mackinaw Center. This project was recommended by the Engineering Department and the Department of Public Services and was approved by City Council during the annual Construction Project Priorities process.

It is our recommendation that the low bid of \$77,425.00, submitted by Malley Construction, Inc. of Mt. Pleasant, Michigan, be accepted in the best interest of the City of Midland.

Respectfully submitted,

Joshua N. Fredrickson  
City Engineer

Tiffany Eddy  
Assistant City Controller



CONTRACT NO. 24 OF 2018  
LARKIN ST PARKING LOT REHAB



*City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax*

BY COUNCILMAN

WHEREAS, sealed proposals have been advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for the rehabilitation of the parking lot at 129 W. Larkin Street; and

WHEREAS, funding for this project is provided by the General Fund; now therefore

RESOLVED, that the low sealed proposal submitted by Malley Construction, Inc. of Mt. Pleasant, Michigan for the "2018 Larkin Street Parking Lot Rehabilitation; Contract No. 24" project, in the amount of \$77,425.00, is hereby accepted and the Mayor and the City Clerk are authorized to execute a contract therefore in accord with the proposal and the City's specifications; and

RESOLVED FURTHER, that the City Manager has the authority to approve change orders modifying or altering this contract in an aggregate amount not to exceed \$10,000.00.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a      yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, August 27, 2018.

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Selina Tisdale, City Clerk

**Backup material for agenda item:**

6.       \* 2018 Gibson Street Reconstruction; Contract No. 17. FREDRICKSON

**SUMMARY REPORT TO MANAGER**  
for City Council Meeting of August 27, 2018

**SUBJECT:** 2018 Gibson Street Reconstruction;  
Contract No. 17

**INITIATED BY:** City of Midland Engineering Department

**RESOLUTION**

**SUMMARY:** This resolution authorizes the Mayor and City Clerk to execute a contract with Crawford Contracting, Inc. in the amount of \$335,620.50 for the street reconstruction of Gibson Street from Sturgeon Road to Drake Street. This resolution also authorizes the City Manager to approve change orders in an aggregate amount not to exceed \$30,000.00.

**ITEMS ATTACHED:**

1. Letter of Transmittal
2. Location Map
3. Resolution

**COUNCIL ACTION:**

1. 3/5 vote required to approve resolution

Joshua Fredrickson  
Engineering Department



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August 22, 2018

C. Bradley Kaye, AICP CFM  
City Manager  
City of Midland  
Midland, Michigan

Dear Mr. Kaye:

On Tuesday, August 21, 2018 at 2:00 p.m., sealed proposals were publicly opened and read by the Assistant City Controller for the "2018 Gibson Street Reconstruction; Contract No. 17". Bids were received as follows:

City of Midland Engineer's Estimate		\$328,325.00
Crawford Contracting, Inc.	Mt. Pleasant	\$335,620.50
Eric Construction, Inc.	Saint Charles	\$336,345.00
Malley Construction, Inc.	Mt. Pleasant	\$349,489.00
Geiersbach Construction, Inc.	Freeland	\$358,921.00
Shaw Contracting Co.	Bay City	\$364,995.00
Tri-City Groundbreakers, Inc.	Midland	\$395,658.00

Funding for the 2018 Gibson Street Reconstruction project is provided by the Local Street Fund. This contract is for the street reconstruction of Gibson Street from Sturgeon Road to Drake Street. This project was recommended by the Engineering Department and the Department of Public Services and was approved by City Council during the annual Construction Project Priorities process.

During the June 2017 flooding event, Gibson Street reported a high occurrence of flooding. Visual inspection of the existing storm and sanitary system have been completed by City staff. As a result of this inspection this project includes work on storm water structures and replacement of catch basin leads. Review of this area against the recommendations emerging from the sanitary and storm sewer study is also underway. Initial recommendations from the study propose additional monitoring of the system.

It is our recommendation that the low bid of \$335,620.50, submitted by Crawford Contracting, Inc. of Mt. Pleasant, Michigan, be accepted in the best interest of the City of Midland.

Respectfully submitted,

Joshua N. Fredrickson  
City Engineer

Tiffany Eddy  
Assistant City Controller

50



CAMBERLEY

VALORIE

MYRTLE LN

ST MARY'S DR

**GIBSON**

JOANNE ST

**STURGEON**

BELMONT

GLENCOE

**DRAKE**

CHRISTIE CT

N

MID-

MICHIGAN



ESS

CAMPUS

CONTRACT NO. 17 OF 2018  
GIBSON RECONSTRUCTION  
STURGEON TO DRAKE



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BY COUNCILMAN

WHEREAS, sealed proposals have been advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for the street reconstruction of Gibson Street from Sturgeon Road to Drake Street; and

WHEREAS, funding for this project is provided by the Local Street Fund; now therefore

RESOLVED, that the low sealed proposal submitted by Crawford Contracting, Inc. of Mt. Pleasant, Michigan for the "2018 Gibson Street Reconstruction; Contract No. 17" project, in the amount of \$335,620.50, is hereby accepted and the Mayor and the City Clerk are authorized to execute a contract therefore in accord with the proposal and the City's specifications; and

RESOLVED FURTHER, that the City Manager has the authority to approve change orders modifying or altering this contract in an aggregate amount not to exceed \$30,000.00.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a      yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, August 27, 2018.

---

Selina Tisdale, City Clerk

**Backup material for agenda item:**

7. \* Construction Inspection Services for 2018 Gibson Street Reconstruction. FREDRICKSON

**SUMMARY REPORT TO MANAGER**  
for City Council Meeting of August 27, 2018

**SUBJECT:** 2018 Construction Inspection Services – Gibson Street

**INITIATED BY:** City of Midland Engineering Department

**RESOLUTION**

**SUMMARY:** This resolution authorizes a purchase order to OHM Advisors in the amount of \$28,000.00 for construction inspection services. The resolution also authorizes the City Manager to approve change orders in an aggregate amount not to exceed \$10,000.00.

**ITEMS ATTACHED:**

1. Letter of Transmittal
2. Resolution

**COUNCIL ACTION:**

1. 3/5 vote required to approve resolution

Joshua Fredrickson  
Engineering Department



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August 22, 2018

C. Bradley Kaye, AICP CFM  
City Manager  
City of Midland  
Midland, Michigan

Dear Mr. Kaye:

We have determined a need for outside construction inspection services for the 2018 construction season due to an increased work load. One of the projects we have determined that we will require assistance on is the “2018 Gibson Street Reconstruction” project. Construction inspection will include review of construction methods and materials installed as part of the project to ensure work is done to meet City specifications.

Proposals were received on March 20, 2018 for qualifications and hourly rates from engineering firms to perform the requested services on an as needed basis throughout the construction season. The bid proposals were analyzed based on minimum required Michigan Department of Transportation (MDOT) quality assurance and quality control qualifications with a minimum of 5 years of related project experience and hourly rates. The firms submitting proposals are listed below:

OHM Advisors (Midland)	\$70.00/hr
Wolverine Engineers and Surveyors (Ithaca)	\$75.00/hr
Surveying Solutions, Inc. (Standish)	\$78.00/hr
ROWE Professional Services (Mt. Pleasant)	\$80.00/hr

We have estimated that there will be approximately 400 hours required for construction inspection on the Gibson Street project. It is our recommendation that the proposal submitted by OHM Advisors of Midland, with an hourly rate of \$70.00 per hour, be accepted in the best interest of the City of Midland and that a purchase order in the amount of \$28,000.00 be authorized. Funding for construction inspection is budgeted in the Local Street Fund.

Respectfully submitted,

Joshua N. Fredrickson  
City Engineer

Tiffany Eddy  
Assistant City Controller



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BY COUNCILMAN

WHEREAS, the Engineering Department has determined a need for outside construction inspection services on projects planned for the 2018 construction season; and

WHEREAS, proposals were received from interested engineering firms in accordance with the City's purchasing policy; and

WHEREAS, funding for said project is provided by the Local Street Fund; now therefore

RESOLVED, that the proposal received by OHM Advisors of Midland, Michigan is hereby accepted; and

RESOLVED FURTHER, that the City Council authorizes a purchase order in the amount of \$28,000.00 for the construction inspection services on the "2018 Gibson Street Reconstruction" project based on rates provided and estimated hours; and

RESOLVED FURTHER, that the City Manager has the authority to approve any change orders modifying or altering this contract in an aggregate amount up to \$10,000.00.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeas vote of all the Councilmen present at a regular meeting of the City Council held Monday, August 27, 2018.

---

Selina Tisdale, City Clerk

**Backup material for agenda item:**

8.       \* Purchase of heavy and medium duty trucks.   MURPHY

**SUMMARY REPORT TO MANAGER**  
for City Council Meeting of August 27, 2018

**SUBJECT:** Purchase of Heavy and Medium Duty Trucks

**INITIATED BY:** Department of Public Services

**RESOLUTION SUMMARY:** This resolution authorizes the following purchase orders based on pricing from the Rochester Hills RFP-13-030, the Macomb County Cooperative Purchase Program and the State of Michigan's Extended Purchasing Contract:

- Signature Ford of Owosso, Michigan, in the amount of \$62,524.00 for the purchase of one ¾ ton 4WD truck with utility box and one ¾ ton 4WD pickup truck.
- D&K Truck Company of Lansing, Michigan in the amount of \$169,229.00 for the purchase of two tandem axle dump truck chassis.
- Truck & Trailer Specialties of Dutton, Michigan in the amount of \$155,800.00 for the purchase of two stainless steel dump boxes and associated snow/ice removal equipment.

**ITEMS ATTACHED:**

1. Letter of Transmittal
2. Resolution

**CITY COUNCIL ACTION:**

1. 3/5 vote required to approve resolution

Karen Murphy  
City of Midland Department of Public Services



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August 21, 2018

C. Bradley Kaye, AICP CFM  
City Manager  
City of Midland  
Midland, Michigan

Dear Mr. Kaye:

Each year the Fleet Manager and the Vehicle Maintenance Supervisor re-evaluate the condition, mileage, utilization and maintenance cost of every vehicle in the City's fleet to determine whether it is cost-effective to keep the vehicle in the fleet for an additional period of time or if the vehicle needs to be replaced. Through this process the following units were identified as meeting the criteria for replacement due to high mileage and poor physical condition based on age and regular usage:

- Two heavy duty single axle dump trucks – units #322 (2006 model), #323 (2007 model)
- One utility van – unit #293 (2009 model)
- One pickup truck –unit #253 (2005 model)

The Department of Public Services has traditionally used single axle dump trucks for residential heavy item collection. In an effort to increase utilization, unit #322 and #323 will be replaced with tandem axle dump trucks that have an underbody scraper blade and a wing plow so the trucks can be used for snow plowing operations. The wing plow will be a new feature on these trucks that increases the plowing width of each truck by nine feet. The new trucks with the wing plow will be more efficient in clearing snow from right turn lanes and road shoulders, and for pushing back the buildup of snow over the curb on major streets after multiple storms. The wing plow can be stowed in place so the truck can be used for heavy item collection and construction purposes. The 4WD pickup will replace unit #253 and will be used by the Wastewater Treatment Plant on-call supervisor and by crew members to perform daily inspections and repairs. The 4WD utility truck will replace unit #293 and will be assigned to the Parks Department senior utility crew. This truck is an upgrade from a utility van that is currently being used and will be more efficient as it provides a better option for hauling materials, tools and towing trailered equipment to job sites to perform maintenance on the various parks throughout the City.

All of these trucks will be purchased through cooperative purchasing contracts as follows:

- The City of Rochester Hills issued RFP-RH-13-030, a Request for Proposal (RFP) for Single and Tandem Axle Dump Trucks, Parts and Related Equipment on behalf of the City of Auburn Hills, City of Farmington Hills, City of Madison Heights, City of Midland, City of Rochester Hills, City of St. Clair Shores, City of Troy and City of Warren. Proposals were

C. Bradley Kaye  
 Page Two  
 August 21, 2018

opened and publicly read on July 23, 2013, and the low bid meeting the terms of the RFP for purchase and installation of Snow and Ice Control Equipment was from Monroe Truck Equipment through their local dealer, Truck and Trailer Specialists of Dutton, MI. Monroe Truck Equipment has authorized their local dealers to extend these prices to the City of Midland on like equipment for the current model year through November of 2018.

- The Macomb County and State of Michigan Cooperative Purchasing Programs solicit heavy and medium duty vehicle bids on a bi-annual basis. Automobile and equipment dealerships statewide, including local dealerships, are eligible to submit bids through these programs. Staff experience has shown that the bid prices from these two programs are lower than what could be solicited locally due to the volume purchasing that occurs under each program and the City of Midland is authorized to make purchases through both of these cooperative purchasing programs.

The tandem axle dump trucks involve the purchase of the dump truck chassis from one vendor and the purchase and installation of the associated snow removal equipment (dump box and plows) from a separate vendor. The dump truck chassis will be purchased from the State of Michigan's Extended Purchasing Program while the snow removal equipment will be purchased from the Rochester Hills RFP. The ¾ ton pickup truck and utility truck will be purchased off the Macomb County Cooperative Purchase Program.

Bids for these items came in as follows:

<i>Vehicle Type</i>	<i>Vendor / Cooperative Purchase Program</i>	<i>Unit Cost</i>	<i>Total Cost</i>
1 - 4WD ¾ ton Pickup Truck	Signature Ford, Owosso, MI Macomb County Program	\$27,579.00	\$27,579.00
1 - 4WD ¾ ton Truck with Utility Box	Signature Ford, Owosso, MI Macomb County Program	\$34,945.00	\$34,945.00
2 - Tandem Axle Dump Truck Chassis	D & K Truck Company, Lansing, MI State of Michigan Program	\$84,614.50	\$169,229.00
2 - Stainless Steel Dump Boxes and Snow Removal Equipment	Truck & Trailer Specialist, Dutton, MI City of Rochester Hills Program	\$77,900.00	\$155,800.00
<b>TOTAL BID PRICING:</b>			<b>\$387,553.00</b>

C. Bradley Kaye  
Page Three  
August 21, 2018

Sufficient funds are included in the FY 2018/19 Equipment Revolving Fund Capital Outlay account for the purchase of these vehicles. Therefore, we recommend that the Assistant Controller be authorized to issue purchase orders to Macomb County's selected vendor, Signature Ford of Owosso, Michigan, in the amount of \$62,524.00 for the purchase of one 4WD ¾ ton pickup truck and one 4WD ¾ ton utility truck; the State of Michigan's selected vendor, D&K Truck Company of Lansing, MI in the amount of \$169,229.00 for the purchase of two tandem axle dump truck chassis; and the City of Rochester Hills' selected vendor, Truck and Trailer Specialties of Dutton, MI in the amount of \$155,800.00 for the purchase of two stainless steel dump boxes and associated snow removal equipment. The units being replaced will be sold through the online auction process once the replacement units are put into service.

Respectfully submitted,



Karen Murphy  
Department of Public Services



Tiffany Eddy  
Finance Department



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BY COUNCILMAN

WHEREAS, competitive bids for heavy and medium duty trucks are solicited by Macomb County and the State of Michigan’s Extended Purchasing Program on a bi-annual basis and the City of Midland is authorized to make purchases from these cooperative purchasing programs; and

WHEREAS, competitive bids for snow and ice removal equipment were solicited by the City of Rochester Hills, Michigan on behalf of the City of Midland; and

WHEREAS, sufficient funding for the purchase of one 4WD ¾ ton pickup truck, one 4WD ¾ ton utility truck and two tandem axle dump trucks with snow/ice removal equipment is included in the FY 2018/19 Equipment Revolving Fund Capital Outlay account as replacements for existing aging, high maintenance units; now therefore

RESOLVED, that the Assistant Controller is authorized to issue purchase orders to Macomb County’s selected vendor, Signature Ford of Owosso, Michigan, in the amount of \$62,524.00 for the purchase of one 4WD ¾ ton pickup truck and one 4WD ¾ ton utility truck; the State of Michigan’s selected vendor, D&K Truck Company of Lansing, MI in the amount of \$169,229.00 for the purchase of two tandem axle dump truck chassis; and the City of Rochester Hills’ selected vendor Truck and Trailer Specialties of Dutton, MI in the amount of \$155,800.00 for the purchase of two stainless steel dump boxes and associated snow removal equipment all in accordance with the associated cooperative purchasing programs’ proposals and specifications.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, August 27, 2018.

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Selina Tisdale, City Clerk

**Backup material for agenda item:**

9.       \* Installation of a partition wall for new garage maintenance bay at Municipal Service Center Garage.   MURPHY

**SUMMARY REPORT TO MANAGER**  
for City Council Meeting of August 27, 2018

**SUBJECT:** Installation of a Partition Wall Enclosure at the  
Municipal Service Center Garage

**INITIATED BY:** Department of Public Services

**RESOLUTION SUMMARY:** This resolution authorizes a purchase order in the amount of \$57,900.00 to Tancor Corporation of Midland, Michigan for the construction of a partition wall enclosure at the Municipal Service Center Garage, and authorizes the City Manager to approve changes to the purchase order not to exceed \$5,000.

**ITEMS ATTACHED:**

1. Letter of Transmittal
2. Bid Tabulation
3. Resolution

**COUNCIL ACTION:**

1. 3/5 vote required to approve resolution

Karen Murphy  
City of Midland Department of Public Services



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August 21, 2018

C. Bradley Kaye, AICP CFM  
City Manager  
City of Midland  
Midland, Michigan

Dear Mr. Kaye:

Over the past year the Municipal Service Center (MSC) Garage had been rearranged to create two additional service bays in the warehouse area to perform heavy repair work on larger vehicles to better service the City's fleet. The Equipment Revolving Fund (ERF) partnered with Dial-A-Ride to fund a new in-ground hoist that is capable of lifting buses and other larger units that was installed in the warehouse area. In order to provide a safe and secured working environment for the fleet technicians, the Fleet Manager recommended the construction of a partition wall to create an enclosed maintenance bay around the new hoist. In researching this proposal the Fleet Manager sought a budgetary estimate from a local contractor on constructing the wall partition and at that time the estimate was \$59,383.00. As such, \$70,000.00 was budgeted in the FY 2018-19 MSC's Capital Outlay account to allow for the construction of the partition wall along with the installation of associated shelving and work benches to create a new maintenance bay work area.

Sealed bids were publicly opened and read on Tuesday, August 7, 2018 for Bid No. 3975, "Installation of Partition Wall Enclosure Unit". One bid was received per the attached bid tabulation from Tancor Corporation of Midland, Michigan and the bid met all of the specifications. Tancor Corporation has done numerous projects for the City in the past for other departments and staff have been satisfied with their services.

There is sufficient funding in the FY 2018-19 Municipal Service Center Fund's Capital Outlay budget to cover the construction of the partition wall enclosure. Therefore, we recommend that the Assistant Controller be authorized to issue a purchase order to the selected vendor, Tancor Corporation of Midland, Michigan, in the amount of \$57,900.00 for the construction of the partition wall enclosure unit. We further recommend that the City Manager be authorized to approve changes to the purchase order not to exceed a total of \$5,000 for any unforeseen issues that may arise during construction.

Respectfully submitted,

Karen Murphy  
Department of Public Services

Tiffany Eddy  
Finance Department

**CITY OF MIDLAND, MICHIGAN**

**TABULATION FOR BID #3975**

**Installation of Partition Wall Enclosure Unit**

August 7, 2018: 2:00 pm

<b>Bidder</b>	<b>Total Bid</b>
The Tancor Corporation, Midland, MI	\$57,900.00



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BY COUNCILMAN

WHEREAS, sealed proposals were advertised and received on August 7, 2018 in accord with Article II of Chapter 2 of the Midland Code of Ordinances for Bid No. 3923, Purchase and Installation of one (1) Partition Wall Enclosure; and

WHEREAS, sufficient funding for this is included in the FY 2018-19 Municipal Service Center Fund's Capital Outlay budget to construct a partition wall enclosure located in the Municipal Service Center Garage; now therefore

RESOLVED, that the Assistant Controller is authorized to issue a purchase order to the sole bidder, Tancor Corporation of Midland, Michigan, in the amount of \$57,900.00 for the installation of a partition wall enclosure at the Municipal Service Center Garage; and

RESOLVED FURTHER, that the City Manager is authorized to approve changes to the purchase order up to a total of \$5,000.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeas vote of all the Councilmen present at a regular meeting of the City Council held Monday, August 27, 2018.

---

Selina Tisdale, City Clerk

**Backup material for agenda item:**

10. \* Replacement of the apparatus bay exhaust removal systems at Fire Stations Two and Three. COUGHLIN

**SUMMARY REPORT TO MANAGER**  
for City Council Meeting of August 27, 2018

**SUBJECT:** Approve purchase of replacement apparatus exhaust removal systems for Fire Stations Two and Three.

**INITIATED BY:** Fire Department

**RESOLUTION**

**SUMMARY:** Approve low overall bid of \$90,088.34 from Hastings Air Energy Control, Inc. to purchase apparatus exhaust removal systems for Fire Stations Two and Three at a cost of \$43,804.16 and further authorize the City Manager to approve change orders in an aggregate amount not to exceed \$5,000.00.

**ITEMS ATTACHED:**

1. Letter of Transmittal
2. Resolution

**COUNCIL ACTION:**

1. 3/5 vote required to approve resolution

Chris Coughlin, Chief  
City of Midland Fire Department



*Fire Department ♦ 816 East Haley Street ♦ Midland, Michigan 48640-5684 ♦ 989.837.3410 ♦ 989.837.5716 Fax ♦ [www.midland-mi.org](http://www.midland-mi.org)*

August 21, 2018

C. Bradley Kaye, AICP CFM  
City Manager  
City of Midland  
Midland, Michigan 48640

Dear Mr. Kaye:

Having received two open competitive bids to replace our aging apparatus exhaust removal systems at three fire stations with new systems, the lowest bid has been submitted by Hastings Air Energy Control, Inc. Following are the two bidders and their bid amounts:

Hastings Air Energy Control, Inc.	\$90,088.34
Rossman Enterprises	\$103,627.00

This equipment was included as a capital item in the 2018/19 and 2019/20 Fire Department budgets and replaces aging equipment that has become prone to break downs and is expensive to maintain. The systems are necessary to prevent exhaust fumes and particulates from permeating throughout the fire stations.

Hastings Air Energy Control, Inc. has submitted the lowest overall bid of \$90,088.34. The bid breakdown includes Fire Station Two and Three (scheduled to be replaced this fiscal year 2018/19) at a cost of \$43,804.16 and Fire Station One (scheduled to be replaced in fiscal year 2019/20 subject to budget approval) at a cost of \$46,284.18. The low bidder has agreed to hold their bid price for Fire Station One pending funding approval by City Council in the 2019/20 budget.

For FY 2018/19, \$52,500 has been budgeted for this work. This will allow the completion of work on Fire Stations Two and Three in the current fiscal year. As only 2 bids were received, City Council approval of a second contract to allow the work at Fire Station One will be sought if and when funds for this purpose are provided in the FY 2019/20 budget.



At this time, I am requesting City Council approval to proceed with the purchase and replacement of this equipment at Fire Stations Two and Three.

Respectfully submitted,

A handwritten signature in blue ink that reads "Tiffany Eddy". The signature is fluid and cursive, with the first and last names being clearly legible.

Chris A. Coughlin, Chief  
City of Midland Fire Department

Tiffany Eddy  
Assistant City Controller



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## BY COUNCILMAN

WHEREAS, sealed proposals were advertised and received on July 24, 2018 in accord with Article II of Chapter 2 of the Midland Code of Ordinances for Bid No. 3974, Midland Fire Department apparatus exhaust ventilation system; and

WHEREAS, sufficient funding budgeted in FY 2018-19 for the replacement of apparatus exhaust removal systems at Fire Stations Two and Three is included in the Buildings and Additions budget; and

WHEREAS, funding will be requested in FY 2019-20 for the replacement of apparatus exhaust removal system at Station One; and

WHEREAS, Hastings Air Energy Control, Inc. has submitted a low competitive bid for replacement of apparatus exhaust removal system at Fire Stations One, Two and Three; now therefore

RESOLVED, that the City of Midland authorizes the purchase of stations apparatus exhaust removal systems from Hastings Air Energy Control, Inc. at Fire Station Two and Three in the amount of \$43,804.16; and

RESOLVED FURTHER, that the City Manager is authorized to approve change orders modifying or altering this contract in an aggregate amount not to exceed \$5,000.00.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, August 27, 2018.

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Selina Tisdale, City Clerk

**Backup material for agenda item:**

11. \* Purchase of Sensus Water Meters and Accessories, Bid 3980. SOVA

**SUMMARY REPORT TO MANAGER**  
for City Council Meeting of August 27, 2018

**SUBJECT:** Water Distribution – Annual Purchase of Sensus Water Meters and Accessories, Bid No. 3980

**INITIATED BY:** Utilities Department

**RESOLUTION  
SUMMARY:**

This resolution accepts the bid submitted by ETNA Supply Company of Grand Rapids, MI for annual inventory purchases of Sensus Water Meters and Accessories, and authorizes a purchase order in an amount not to exceed of \$280,890.00, in accord with Sec. 2-18 of the Code of Ordinances for the City of Midland, and further authorizes the City Manager to approve changes modifying the purchase order in an aggregate amount not to exceed \$5,000.00.

**ITEMS ATTACHED:**

1. Letter of transmittal
2. Resolution

**COUNCIL ACTION:**

1. 3/5 vote required to approve resolution.

Joseph Sova  
Utilities Director



Utilities Department • 333 West Ellsworth Street • Midland, Michigan 48640-5132 • (989) 837-3341 • [CitizenCommentsWater@midland-mi.org](mailto:CitizenCommentsWater@midland-mi.org)

August 22, 2018

C. Bradley Kaye, AICP CFM  
City Manager  
City of Midland  
Midland, Michigan

Dear Mr. Kaye:

In 1987, the City began standardizing water meters, eliminating the need to duplicate meter reading equipment. ETNA Supply Company of Grand Rapids, MI is the sole provider of Sensus Meters in this region.

On Tuesday, August 14, 2018, a sealed bid was received and opened for Bid No. 3980 - Annual Sensus Water Meters and Accessories. The bid received was for 14 individual items, based on estimated quantities to be purchased. The bid includes an increase in the quantity of meters to be purchased from past years, as we intend to change out older water meters during upcoming water main projects, as well as the replacement of several larger meters, which are past their useful and accurate life expectancy. The following total bid was received:

Bidder	Total Bid
ETNA Supply Company - Grand Rapids, MI	\$280,890.00

Staff considers the bid from ETNA Supply Company of Grand Rapids, MI to be complete and acceptable, and therefore recommends award for inventory purchases of water meters and accessories from the Water Enterprise Fund – Water Parts Inventory Account.

The attached resolution will authorize a purchase order to ETNA Supply Company in the amount of \$280,890.00, and further authorizes the City Manager to approve changes modifying the purchase order in an aggregate amount not to exceed \$5,000.00. A 3/5 vote is required to approve the resolution.

Sincerely,

Joseph Sova  
Utilities Director

Tiffany Eddy  
Assistant Controller



*Utilities Department • 333 West Ellsworth Street • Midland, Michigan 48640-5132 • (989) 837-3341 • [CitizenCommentsWater@midland-mi.org](mailto:CitizenCommentsWater@midland-mi.org)*

BY COUNCILMAN

WHEREAS, sealed bids for Bid No. 3980 for Annual Purchase of Sensus Water Meters and Accessories have been advertised and received in accord with Section 2-18 of the Midland Code of Ordinances; and

WHEREAS, staff considers the bid received from ETNA Supply Company of Grand Rapids, MI to be complete and acceptable; and

WHEREAS, the purchases will be made from the Water Enterprise Fund – Water Parts Inventory Account; now therefore

RESOLVED, that a purchase order is hereby authorized to ETNA Supply Company of Grand Rapids, MI in an amount not to exceed \$280,890.00; and

RESOLVED FURTHER, that the City Manager is hereby authorized to approve changes modifying the purchase order in an aggregate amount not to exceed \$5,000.00.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeas vote of all the Councilmen present at a regular meeting of the City Council held Monday, August 27, 2018.

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Selina Tisdale, City Clerk

**Backup material for agenda item:**

12.     \* Water Treatment Plant High Service Pump No. 5 Replacement Parts Bid  
3976. SOVA

**SUMMARY REPORT TO MANAGER**  
For City Council Meeting of August 27, 2018

**SUBJECT:** Water – Vertical Turbine Pump Parts Replacement, Bid No. 3976

**INITIATED BY:** Utilities Department

**RESOLUTION**

**SUMMARY:** This resolution accepts the low bid and authorizes a purchase order in an amount not to exceed \$61,950.00 to Kennedy Industries of Wixom, MI for the purchase of a replacement vertical turbine pump for the high-service pump station at the Water Treatment Plant, in accord with Sec. 2-18 of the Code of Ordinances for the City of Midland.

**ITEMS ATTACHED:**

1. Letter of Transmittal
2. Resolution

**COUNCIL ACTION:**

1. 3/5 vote required to approve resolution

Joseph Sova  
Utilities Director



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August 22, 2018

C. Bradley Kaye, AICP CFM  
City Manager  
City of Midland  
Midland, Michigan

Dear Mr. Kaye:

The Water Treatment Plant's (WTP) high-service pump station supplies drinking water to the City's main pressure district and was put into service when the WTP was constructed in 1958. High-service Pump No. 5 is the second largest distribution pump for domestic water service. It is coupled to a 300 HP 4160 volt fixed-speed motor, capable of pumping 8 million gallons of water per day. This pump was taken out of service and inspected due to reduced operating efficiency. The significant wear and damage found made rebuilding the pump infeasible. The vertical turbine pump, two-stage bowl, and bell assembly are being replaced, including new impellers, wear rings, shaft, couplings, all bearings, bolts, gaskets, stuffing box, and packing. The entire pump will then be reassembled and painted according to the specifications indicated in the bid. Installation of the pump will be completed by Midland WTP staff.

On August 7, 2018, sealed bids were received and opened for Bid No. 3976, Vertical Turbine Pump Parts Replacement, in accord with Section 2-18 of the Midland Code of Ordinances. The responses to the invitation to bid were as follows:

Bidder	Bid Amount
<b>Kennedy Industries – Wixom</b>	<b>\$ 61,950.00</b>
KBS Dubric – Comstock Park	\$76,548.00
Hydrodynamics – Waterford	\$ 82,263.00

Staff has reviewed the received bids, and has determined that the low bid submitted by Kennedy Industries of Wixom, MI in the total amount of \$61,950.00 meets the City specifications and is acceptable.

Funds have been budgeted in the 2018/19 Fiscal Water Fund Capital Equipment budget. Staff therefore requests that a purchase order be authorized in the amount of \$61,950.00 to Kennedy Industries of Wixom, MI for the purchase of a vertical turbine pump. A 3/5 vote is required to approve.

Sincerely,

Joseph Sova  
Utilities Director

Tiffany Eddy  
Assistant Controller

BY COUNCILMAN

WHEREAS, the high-service pump station was constructed at the Water Treatment Plant in 1958 to supply drinking water to the main pressure district; and

WHEREAS, high-service Pump No. 5 is the second largest distribution pump for domestic water service, and is coupled to a 300 HP 4160 volt fixed-speed motor, capable of pumping 8 million gallons of water per day; and

WHEREAS, the pump was taken out of service and inspected due to reduced operating efficiency at which time staff found significant wear and damage that made rebuilding the pump infeasible; and

WHEREAS, on August 7, 2018, sealed bids were received and opened for Bid No. 3976, Vertical Turbine Pump Parts Replacement, in accord with Section 2-18 of the Midland Code of Ordinances; and

WHEREAS, staff has determined that the low bid submitted by Kennedy Industries of Wixom, MI in the total amount of \$61,950.00 meets the City specifications and is acceptable; and

WHEREAS, the funds for the replacement pump are budgeted in the 2018/19 Fiscal Water Fund Capital Equipment budget; now therefore

RESOLVED, that the low bid is accepted and a purchase order in an amount not to exceed \$61,950.00 to Kennedy Industries of Wixom, MI is hereby authorized for the purchase of a vertical turbine pump for the high-speed pump station at the Water Treatment Plant.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeas vote of all the Councilmen present at a regular meeting of the City Council held Monday, August 27, 2018.

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Selina Tisdale, City Clerk